



Corporate - Procurement Requirement Supplier Code of Conduct

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1 Purpose

This document summarises the requirements expected of our suppliers when doing business with Cement Australia.

2 Delivering on Our Commitment

Cement Australia's core values of trust, honesty, courage, respect, fairness and caring provide a platform of doing business with suppliers, customers and stakeholders.

Being the leading supplier of cement products and services in Australia, it is important we never lose sight of our customers, our people and our communities.

With a world-class reputation and an unmatched depth of experience, we deliver a broad range of competitive products and services – from bulk and packaged cement products to alternative fuels and waste management.

Our suppliers play a critical role in supporting Cement Australia to be responsive, reliable and deliver results. We work with suppliers who collaborate with us and share our core values. Cement Australia may choose to not work with or cease work with suppliers who do not share our values or meet our expectations.

3 Sustainability

For Cement Australia, 'sustainable practices' means putting our sustainability strategy into action and improving the way we do our jobs.

Our key focus areas are:

- management of safety, health, environment and compliance issues
- improved water management
- reducing our greenhouse gas emissions, and
- resource conservation – Cement Australia is one of the largest material recyclers in Australia.

Our sustainable practices include:

- certified management systems for Safety, Health, Environment and Quality (SHEQ)
- an alternative fuels and raw materials strategy where we aim to replace first-use materials wherever practical and wherever waste management and/or emissions performance also benefits
- a water management policy committed to the conservation, protection and responsible use of water resources, and
- continuing to integrate evolving sustainability metrics into traditional business.

Cement Australia strives for zero harm in all that we do. We work with suppliers who share this commitment by:

- providing a safe, healthy and sustainable workplace
- preventing pollution and controlling the impact of their activities on the environment, and
- supplying quality products and services that meet ours and our customer's needs.

4 Governance and Legal Compliance

Cement Australia competes lawfully and ethically in all activities. We work with suppliers and business partners who share this commitment by:

- complying with all relevant laws and regulations locally, nationally and internationally
- ensuring they do not commit or become involved in bribery or corruption of any form

- ensuring that personal relationships, interests or activities do not conflict with their business activities with Cement Australia, and
- maintaining policies and processes to allow workers to report violations, misconduct or grievances without retaliation or victimisation.

5 Social

Cement Australia plays an important role in the communities in which we operate. Some key aspects a supplier may have on communities are the social systems in which they operate.

5.1 Human Rights and Labour

Cement Australia works with suppliers who uphold fundamental human rights by:

- ensuring all work is freely chosen without the use of forced, bonded or involuntary labour
- preventing illegal child labour by ensuring all workers are of local legal age
- allowing freedom of association and collective bargaining for workers to form or join trade unions of their own choosing
- providing fair pay and working conditions for all workers, and
- promoting humane treatment, preventing harassment and discrimination

5.2 Community

Cement Australia works with suppliers who support social and economic development of their communities through:

- employment, procurement and building capacity within the communities in which they operate, and
- ensuring environmental impacts are prevented and controlled within their own communities and the communities in which Cement Australia operates.

6 Assessment

In line with Cement Australia's core values of trust, honesty and respect, suppliers may demonstrate commitment to these principles through their own code of conduct or policies. However, Cement Australia may ask for verification and take corrective action if there is reason for concern.