



# Supplier Code of Conduct

Version 1.0

**ERM Power Limited**  
**ABN 28 122 259 223**

# Contents

1.	Introduction .....	2
2.	Social impacts .....	3
2.1	Labour and human rights .....	3
2.2	Equal rights and non-discrimination .....	3
2.3	Workplace Health and Safety (WH&S).....	4
2.4	Community and families .....	4
3.	Transparency and governance.....	4
4.	Risk management.....	4
5.	Environment .....	5
6.	Supply chain management.....	5
7.	Who to contact.....	5
8.	Policy Information .....	6

# 1. Introduction

Embedding sustainability principles in our business and supply chain.

ERM Power Limited and its related companies (“ERM Power”) aim to conduct business in a safe, responsible and fair manner and we recognise the importance of managing our supply chain in support of these principles. We operate our business in compliance with all applicable laws, regulations and standards consistent with the Company’s Code of Business Conduct and values. ERM Power applies these principles to sourcing and procurement and seeks to engage in business with suppliers who share these values and adhere to the minimum requirements outlined in this ERM Power Supplier Code of Conduct (“Code of Conduct”).

The core values that underpin the way we do things at ERM Power are:



## Simplify

- Creating simple, innovative solutions to problems
- Re-engineering the way we work
- Making it easy to do business
- Cutting through complexity



## Amplify

- Turning it up
- Delivering additional value
- Speaking up for what’s right
- Taking a good idea and making it real



## Exemplify

- Setting the standard
- Shaping our sector
- Realising the potential
- Transforming businesses

These values are supported by a set of expected professional behaviours:

<b>Integrity and honesty</b>	<ul style="list-style-type: none"> <li>• Being direct and honest in your communications</li> <li>• Maintaining confidentiality of people, property and information</li> <li>• Admitting mistakes</li> <li>• Sharing credit for successes</li> <li>• Adhering to company policies</li> </ul>
<b>Respect</b>	<ul style="list-style-type: none"> <li>• Treating others the way you want to be treated</li> <li>• Treating people the same no matter their race, religion, gender, size, age or country of origin</li> <li>• Treating people with courtesy, politeness, kindness and empathy</li> <li>• Sharing information appropriately and quickly</li> <li>• Listening to what others have to say and encouraging others to share their viewpoints</li> <li>• Considering the experience and knowledge of others</li> </ul>
<b>Fairness</b>	<ul style="list-style-type: none"> <li>• Seeking to incorporate diverse opinions into decision making</li> <li>• Being inclusive</li> <li>• Taking a stand for what’s right</li> <li>• Being transparent in your decision making</li> </ul>
<b>Responsibility and delivering on commitments</b>	<ul style="list-style-type: none"> <li>• Doing what you say you’ll do, in the time you said you’d do it in</li> <li>• Effectively managing expectations of stakeholders – no surprises</li> <li>• Doing things differently if you can see a better way</li> <li>• Exceeding the expectations of customers (internal or external)</li> </ul>
<b>Achieving high performance</b>	<ul style="list-style-type: none"> <li>• Constantly trying new things and being prepared to “fail fast”</li> <li>• Helping break down silos by building strong networks and connections</li> <li>• Motivating others during tough times</li> <li>• Seeking out demanding projects and responsibilities that foster growth</li> <li>• Demonstrating resilience in tough times</li> </ul>

The intent of this Supplier Code of Conduct is to share our principles and clearly communicate our expectations to suppliers.

ERM Power expects all suppliers to comply with reasonable Australian community standards of ethics and business practices.

This Code of Conduct covers the following areas:

1. **Social impacts** – labour and human rights, workplace health and safety, equal rights and non-discrimination, community
2. **Transparency and governance** – risk management
3. **Environmental**
4. **Supply chain management**

The principles outlined in this Code of Conduct apply to all third-party suppliers and contractors engaged to provide goods or services to ERM Power and its controlled entities. This Code of Conduct complements existing laws and policies and contractual terms and conditions.

## 2. Social impacts

The operations and practices of suppliers can have a range of social impacts including but not limited to labour, human rights, workplace health and safety and community impacts.

### 2.1 Labour and human rights

ERM Power aims to support responsible labour practices that contribute to the development of fair and inclusive workplaces, consistent with international standards set out in the *International Bill of Human Rights* and the *International Labour Organisation Declaration of Fundamental Principles and Right at Work*. ERM Power will favour suppliers who share the same objectives and values and will expect suppliers to comply with the minimum requirements identified below:

- suppliers must comply with all applicable local and national laws and regulations with regards to employment practices, benefits, health and safety and anti-discrimination;
- suppliers must have written workplace management policies and standards inclusive of equal opportunity, anti-discrimination and anti-harassment, bullying principles and employee grievance resolution;
- suppliers must be able to evidence compliance with their workplace management policies and standards outlined above; and
- suppliers must not use any form of child, forced or involuntary labour and abide with all applicable international standards and domestic regulations relating to the employment of children.

### 2.2 Equal rights and non-discrimination

Suppliers must promote an inclusive workplace free of discrimination, harassment, bullying and other unlawful behaviour on discriminatory grounds including gender, age, race, nationality or ethnic origin, disability, family responsibilities, marital status, medical or irrelevant criminal record, political views, pregnancy or potential pregnancy, religious beliefs or activity, sexuality or sexual orientation, trade union activity, physical appearance, social origin or carers' responsibilities.

## 2.3 Workplace Health and Safety (WH&S)

ERM Power is committed to ensuring the health and safety of our people, customers, contractors and visitors.

We favour suppliers who share similar values and have a documented set of policies and programs aimed at promoting a safe, healthy and secure workplace and will expect suppliers to comply with the minimum requirements identified below:

- suppliers must comply with all relevant laws and regulations related to Workplace Health and Safety;
- suppliers must develop and implement written health and safety policies and standards;
- suppliers must develop and implement documented systems to identify and record work-related injuries and illnesses; and
- suppliers must comply with ERM Power safety requirements.

Suppliers must comply with all applicable laws related to wages, employment conditions, working hours and legally mandated benefits.

## 2.4 Community and families

ERM Power is proud of its contribution to the communities in which it operates and supports a number of initiatives through sponsorships, employee giving and volunteering and strategic partnerships with charitable organisations. ERM Power prefers that its suppliers share similar values in relation to community contribution.

ERM Power has a zero tolerance approach to domestic and family violence. We favour suppliers who share similar views and have a documented domestic and family violence policy in place.

# 3. Transparency and governance

Robust corporate governance provides the foundation for professional, responsible and ethical business practice. Strong corporate governance and ethical behaviour are central to ERM Power's approach to business. ERM Power will favour suppliers who can demonstrate having established a strong governance framework and ethical standards. ERM Power will expect suppliers to comply with the minimum requirements identified below:

- suppliers must comply with all applicable laws and regulations on bribery, corruption and prohibited business practices;
- suppliers must conduct business in an ethical, equitable and professional manner; and
- suppliers must disclose any part of their business operations that may not meet reasonable Australian community standards of ethics and business practices.

# 4. Risk management

Timely identification of business risk allows for risk mitigation and management and contributes to value creation for ERM Power and its stakeholders. ERM Power will favour suppliers with a robust and documented risk management framework covering environmental, social and corporate governance risks.

Suppliers must implement policies and practices aimed at identifying strategic and operational risks, vulnerabilities and compliance obligations and must facilitate risk awareness, communication and mitigation within their business.

## 5. Environment

ERM Power is focussed on helping commercial and industrial customers reduce their electricity consumption for cost and environmental benefits. ERM Power will prefer suppliers who act responsibly in managing the environmental impacts of their business operations. At a minimum, suppliers are expected to:

- meet all applicable local and national laws, regulations and standards on environmental management and reporting;
- report on their environmental commitments and progress;
- actively manage the environmental impact of their operations; and
- have an environmental management system or plan to identify and manage environmental risks.

## 6. Supply chain management

ERM Power aims to collaborate with its suppliers to minimise adverse social, economic and environmental effects of activities occurring along its supply chain. ERM Power will work with our suppliers to ensure they follow our sustainable practices as outlined in this Code of Conduct to meet the expectations of ERM Power and the broader community. At a minimum, suppliers are expected to adopt similar principles to those outlined in this Code of Conduct when dealing with their own critical suppliers and use reasonable efforts to ensure that businesses within your supply chain comply with these principles.

## 7. Who to contact

Concerns about compliance with this Code of Practice should, in the first instance, be directed to your nominated ERM Power contact person. Any concerns about illegal activity should be directed to the relevant law enforcement or regulatory authority.

# 8. Policy Information

<b>Document Number</b>	
<b>Policy Status</b>	Approved
<b>Policy Released</b>	V1.0: 12 April 2019
<b>Version Approved</b>	V1.0: 12 April 2019
<b>Last Review Date</b>	V1.0: 12 April 2019
<b>Approval Body</b>	EGM Corporate Affairs
<b>Endorsement Body</b>	Executive Team
<b>Related Policies</b>	ERM Power's Code of Business Conduct
<b>Policy Maintained by:</b>	EGM Corporate Affairs



Level 52  
111 Eagle Street  
Brisbane Q 4000

+61 7 3020 5100

[ermpower.com.au](http://ermpower.com.au)