



# Supplier Code of Conduct

August 2022

Our vision to be the first choice for bulk commodity transport solutions, relies on sustainable sourcing practices to enable us to develop strong partnerships with our suppliers. We recognise that our suppliers play a pivotal role in creating value sustainably for our customers, shareholders, employees and the communities in which we operate.

At Aurizon, we have adopted a principle-based corporate governance framework<sup>1</sup> designed to promote responsible management and conduct of our company across a range of disciplines. We expect that our suppliers and members of their supply chain (to the extent applicable in delivery of our goods and or services), share this view and implement and comply with these principles in their own practices.

At a minimum, suppliers to Aurizon must comply with all relevant laws. Further to this, our Supplier Code of Conduct provides clarity on our expectations of our existing and future suppliers against the five key principles outlined in the image below.

The expectations in this Code are not intended to alter or override suppliers' legal, regulatory and contractual obligations and Suppliers' contracts may contain obligations or requirements that are not set out in, or are additional to, this Code. Aurizon also expects Suppliers to communicate this Code to its own suppliers, subcontractors and related entities who contribute to or support it, in supplying goods or services to Aurizon so they are also aware of, and can comply with, the Code.

In developing this standard, we have benchmarked it to leading international standards such as the United Nations *Universal Declaration of Human Rights* (UDHR) and United Nations Global Compact's (UNGC) core values on human rights, labour standards, the environment and anti-corruption and various other leading-edge peer programs in various industries.

### 1. Safety

Safety of ourselves and others is one of Aurizon's core values. We expect suppliers will:

- 1.1 Create and maintain a safe workplace.
- 1.2 Maintain appropriate policies and preventative maintenance programs aimed at protecting the health and safety of their and Aurizon's workforce.
- 1.3 Assess, manage and report on identified risks.
- 1.4 Ensure that their people are fit for work and trained to operate relevant machinery and vehicles.
- 1.5 Transport goods and deliver service safely, with continuous management oversight, as a participant in the chain of responsibility.
- 1.6 Ensure relevant safety certifications are available to demonstrate quality in products and services offered.
- 1.7 Comply with all relevant national and local safety legislation, including health and safety management reporting.
- 1.8 Keep abreast of changes in workplace health and safety legislation and, where applicable, Rail Safety National Law and Electrical Safety Legislation, and incorporate these changes into their policies and procedures.

Suppliers conducting work on Aurizon sites are required to comply with all corporate and site-specific safety requirements including drug and alcohol testing.



<sup>1</sup>Refer to [www.aurizon.com.au/company/governance](http://www.aurizon.com.au/company/governance) for more details.



## 2. Labour and human rights

Our suppliers are committed to supporting and respecting the protection of internationally proclaimed human rights, as set out in the Universal Declaration of Human Rights and the ten principles of the United Nations Global Compact. Therefore, we expect suppliers will:

- 2.1 Take reasonable efforts to ensure that businesses in your supply chain do not engage in such Modern Slavery practices.
- 2.2 Declare in a timely manner to us any known risks that may exist within their supply chain (of the goods or services provided to us) that may contribute to Modern Slavery. This includes slavery, child labour, forced labour, wage exploitation, involuntary servitude, debt bondage, human trafficking, and other slavery-like exploitation.
- 2.3 Commit to providing an equal opportunity workplace that is non-discriminatory, diverse, inclusive and respectful, and free from harassment and abuse.
- 2.4 Comply with all local and national laws and regulations in relation to human rights, discrimination, harassment, and bullying.
- 2.5 Respect all workers' workplace rights and entitlements, and comply with all relevant workplace laws, regulations, and instruments, including properly paying employees, giving employees their entitlements, recognising the right of employees to be members of trade unions, and allowing employees to report violations, misconduct, and grievances without fear of retribution.
- 2.6 Not engage in any conduct which is inconsistent with recognised international human rights, including as outlined in the United Nations' Guiding Principles on Business and Human Rights, and the Voluntary Principles on Security and Human Rights.

## 3. Business integrity

Suppliers will be proactive in ensuring their practices meet all legal obligations (laws, regulations, ethical standards, codes of practice) wherever they conduct business activities. We expect suppliers will:

- 3.1 Not participate in bribery, corruption, or fraudulent behaviour (irrespective of jurisdiction) including receiving and giving of gifts of value, and providing facilitation payments.
- 3.2 Take all reasonable steps to manage conflicts of interest, whether perceived, potential or real.
- 3.3 Ensure that business transactions are made in a transparent and fair manner.
- 3.4 Not take any actions that can pose a risk to Aurizon's business interests and reputation.
- 3.5 Communicate this Code of Conduct to its sub-suppliers and subcontractors in a manner that can be understood and hold their sub-suppliers and subcontractors to the supplier expectations contained in this Code of Conduct.
- 3.6 Respect privacy and confidentiality of all data shared during business transactions and take steps to protect and secure the data and safely dispose of it should we make such a request.
- 3.7 Demonstrate respectful and ethical conduct towards Aurizon employees and contractors and towards third parties when acting on behalf of Aurizon.

## 4. Environment

Aurizon seeks to continuously improve its environmental performance in the areas of energy consumption, greenhouse gas emissions and waste management, air pollution (noise, dust and diesel emissions), wildlife protection, vegetation management, water use / management, contaminated land and biosecurity.

We expect suppliers will:

- 4.1 Strive to improve environmental and resource management.
- 4.2 Comply with and keep abreast of all applicable environmental laws and regulations.
- 4.3 Maintain appropriate policies and procedures to manage and assess environmental risks and ensure employees are knowledgeable about those policies and procedures.

## 5. Communities

We expect that our suppliers also consider themselves as a part of the community in which they work and show their support through their actions and decisions.

We expect suppliers will:

- 5.1 Be aware of cultural heritage and traditions of Indigenous communities and that all matters be handled respectfully.
- 5.2 Promote work practices that create opportunities for inclusion and diversity.
- 5.3 Conduct business in a way that builds good relationships and achieves a positive impact on the local communities in which they operate.

We seek opportunities to increase our engagement of Aboriginal and Torres Strait Islander supplier diversity through our membership with Supply Nation and in accordance with the strategic initiatives outlined in our Reconciliation Action Plan.

## Assessment and review

All new suppliers will be asked to confirm that they have read and understood our Supplier Code of Conduct as they are onboarded whilst suppliers participating in a formal Request for Proposal process will be required to answer a series of questions to identify their compliance to it. Where non-compliances are identified we expect our suppliers to develop remediation plans with realistic timeframes to resolve all outstanding risks and communicate that plan to Aurizon.

## Raising concerns

Concerns about suspected or actual breaches of this Code may be raised by contacting:

- Procurement help desk: [procurement@aurizon.com.au](mailto:procurement@aurizon.com.au); or
- their relevant Category Lead within Inbound Supply and Procurement.

Suspected or actual breaches of this Standard can also be escalated in accordance with our Whistleblower Policy through our hotline 1800 144 774.



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