



**QUANTEM**

# QUANTEM SUPPLIER CODE OF CONDUCT

At Quantem our purpose is to be a trusted and sustainable partner in our customers' supply chain. To achieve this, we believe it is important to aspire to the highest standards of professional and ethical conduct in both what we do and how we do it.

The purpose of this Code is to share the Quantem Group of Companies ("Quantem") values, standards and business practices we expect our suppliers, employees of suppliers and contractors (together "Suppliers") to comply with in providing goods and/or services to Quantem.

## OUR VALUES AND PRINCIPLES

Quantem is committed to creating integrity and trust internally and externally. Our expectations are underpinned by our values of Safety, Partnering, Excellence, Accountability and Leadership.

Quantem cares about the way our Suppliers do business and will only work with Suppliers who share our values, principles, and commitments. Suppliers are expected to comply with all laws and regulations and to act in a manner that is consistent with the minimum requirements outlined in this Code.

As part of our ongoing relationship Quantem is committed to working with our Suppliers to ensure they understand and comply with this Code and communicate it with their own supply chain and contractors to ensure compliance.

## PROTECTING PEOPLE

Quantem is committed to providing a workplace where employees are given equal access to

opportunities and can thrive in an environment which is free from harassment, discrimination, and bullying. Quantem expects Suppliers to:

- Ensure all work is freely chosen and workers are of legal age, preventing any form of Modern Slavery;
- Commit to a workplace free from harassment, abuse, unlawful or inhumane treatment;
- Comply with applicable laws and sector-specific labour regulations concerning working hours, minimum wages, and existing practice in the industry
- Provide fair pay and working conditions;
- Promote the principles of diversity and inclusion.

## PROTECTING HEALTH, SAFETY AND ENVIRONMENT

Every facet of our business is underpinned by safety. It is a deeply held value that every incident is preventable and are committed to protecting the welfare of our people, the environment, and key stakeholders. This includes our customers, contractors, Suppliers, and visitors.

Quantem's HSEQ Policy reinforces our commitment and includes pro-actively engaging with our Suppliers to strive for best practice and providing the information, instruction, and training necessary to achieve a reliable operation and a safe workplace.

Quantem expects Suppliers to:

- Comply with applicable health, safety and environmental laws, regulations and Quantem policies;

- Embrace our safety principles and adhere to Quantem’s safety requirements at Quantem sites, where applicable;
- Use or establish an appropriate health, safety, and environmental management system, which includes regular employee training;
- Set objectives and targets and monitor performance to drive continuous improvement.

## BUSINESS INTEGRITY

Quantem is committed to promoting the highest standards of honest and ethical conduct in its dealings and promote good corporate governance.

As part of the standard documentation for all new vendors Suppliers must confirm conformance with this Code of Conduct. Quantem reserves the right to conduct regular compliance assessments of our Suppliers through questionnaires or site visits and elect to not work with or cease to work with Suppliers who do not meet our expectations.

Quantem expects Suppliers to:

- comply with all local, state/territory and federal laws, including competition laws, anti-bribery anti-corruption laws and modern slavery laws;
- behave ethically, with integrity and appropriately during the course of your engagement with Quantem;
- prevent the unauthorised use or disclosure of Confidential Information;
- not make personal profit or gain in connection with your engagement with Quantem;
- Respond in full and be open and honest in response to any requests for information from Quantem;
- Demonstrate their support for such policies and procedures through periodic communication reinforcing these ethical standards throughout their organisation;
- Conform to generally accepted accounting principles and ensure all business records are

complete, legible, transparent and reflect actual transactions and payments

- Be able to demonstrate where goods ordered by Quantem are produced;
- Help their supply chain and contractors understand and follow Quantem’s Supplier Code of Conduct.

Quantem understands that some Suppliers may not meet all our requirements, all the time. Quantem is committed to building our Suppliers’ understanding so they can implement suitable measures independently and supporting our Suppliers in their endeavours to raise their performance in relation to people, health, safety, and environmental matters.

## SPEAKING UP

Quantem expects Suppliers to:

- Bring anything of concern to Quantem’s attention in a timely manner;
- Have a grievance mechanism or whistleblower policy or process that is clearly communicated and understood.

If you are aware of or suspect any breaches of this Code, Suppliers can report, anonymously if desired, at the details below.

## CONTACT

- Your Quantem Representative; or
- Quantem Procurement - [admin@quantem.com.au](mailto:admin@quantem.com.au)



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