

Sheldon & Hammond Pty Ltd and our Suppliers' Code of Conduct

As a company we act with high standards of business ethics and our expectations are that our suppliers do so also in relation to Environmental, Social and Governance related issues.

Sheldon and Hammond cares about how we and our suppliers manage operations and relationships. We expect that the people and communities along our supply chain are not adversely impacted by our suppliers' actions and decisions.

Suppliers include all businesses that are involved in the supply of goods or services to Sheldon and Hammond and also their staff, including all employees; permanent, part-time, contract and temporary.

Sheldon & Hamond Pty. Ltd and our Supplier's Requirements:

- Comply with all relevant laws and regulations
- Comply with all requirements set out in this document
- Provide a true and accurate account of their operations when requested
- Have processes in place to allow workers to report any non-compliance issues anonymously and free of retribution
- Remedy any non-compliance as a matter of high priority

The Environment:

Sheldon and Hammond cares about the environment and are committed to a sustainable future. As such we also expect our suppliers to comply with relevant protection laws and standards.

Social Responsibility:

Sheldon and Hammond respects human rights and are committed to preventing and ending all forms of modern slavery. We are committed to ensure that the products supplied to us are meeting the labour governance requirements including:

- No forced or child labour
- No descent-based slavery
- No debt bondage/bonded labour
- No domestic servitude
- No human trafficking.

Sheldon and Hammond are committed to providing a workplace free from any discrimination, harassment or bullying and we expect our suppliers to do the same by:

- Complying with all relevant workplace laws in respect to Work Health and Safety
- Ensuring work environments are safe and hygienic
- Ensuring work environments are inclusive and free from discrimination
- Promoting and seeking diversity across supply base

Governance

Sheldon & Hammond's policies, including expectations of our suppliers:

Risk Management

- Demonstrate risk management and governance to ensure compliance with applicable laws
- Maintain appropriate certifications including insurance, regulatory and industry certifications
- Manage and reduce risk and build resilience

Ethics & Conduct

- Ensure we/they do not source goods from any country, persons, or entity subject to internationally recognised trade sanctions
- Pay workers fairly and on time in accordance with applicable laws and agreements

Social Media

- Refrain from disrespectful, unprofessional, discriminatory, and prohibited activity on social media platforms

Fraud Bribery and Corruption

- Employ reasonable measures to ensure that workers do not commit fraud, bribery, or corruption
- Keep accurate records to ensure that information provided is true and accurate

This code cannot address every situation that may occur, and we encourage suppliers to be the judge of what is the right thing to do in accordance with relevant laws and expectations.