



Supplier Code of Conduct

QAL's core values of respect, integrity, teamwork and accountability serve as a foundation of doing business the right way with customers and communities and you, our suppliers.

In everything we do, we hold ourselves accountable to the highest industry standards and our own stringent requirements for ethical conduct. This is not only the right thing to do, it is, critical to maintaining trust and our social license to operate.

You, as one of our suppliers, play a vital role in helping us deliver the promises we make. We all rely on the trust of each other, our host communities, governments, customers, investors and others. We will only succeed if we collaborate and can build trust together.

This Supplier Code of Conduct, which draws upon internationally recognised standards and Rio Tinto's The way we work, sets our expectations of you, your subsidiaries and subcontractors. We may elect to not work with, or cease to work with suppliers who do not meet our expectations.

Working together, all of us will ensure we do business the right way.



Compliance	Requirements
Corruption, bribery, conflict of interest, sanctions and extortion	The supplier must comply with QAL's anti-corruption and sanctions requirements.
HSEC	The supplier must comply with QAL's HSEC requirements relevant to work completed as part of the supply contract with QAL.
Laws and regulations	The supplier must comply with the letter and, where it is clear, the intent of all laws and regulations relating to their business conduct. This includes understanding laws and regulations relevant to their work.
Reporting without fear of consequence	Maintain policies and practices to allow violations, misconduct, or grievances to be reported by workers and addressed without fear of retaliation.
Labour rights	Requirements
Child labour	Ensuring all workers are of local legal age; and preventing the use of illegal child labour.
Forced or compulsory labour	The supplier must affirm there is no forced, bonded or involuntary labour.
Freedom of association	Respecting workers' rights to lawfully and peacefully form or join trade unions of their choosing and to bargain collectively.
Living wage	Ensuring fair remuneration and work conditions for all workers.
Non-discrimination and diversity	<p>The supplier must:</p> <ul style="list-style-type: none"> • provide a work environment in which everyone is treated fairly and cultural, ethnic, religious or other diversity factors such as gender are respected; • offer employment on the basis of merit; • not base decisions regarding employment on attributes unrelated to job performance (including but not limited to, race, colour, gender, religion, personal associations, national origin, age, disability, political beliefs, marital status, sexual orientation and family responsibilities). <p>Decisions relating to suppliers, customers, contractors and other stakeholders must also be based on merit.</p>

Privacy protection	Respecting the privacy of employees and customers and complying with all laws in the collection, use and protection of personal information.
Treatment of employees	The supplier must create and maintain an environment that treats all employees with dignity and respect and must not use any threats of violence, sexual exploitation or abuse, verbal or psychological harassment or abuse.
Workplace health and safety	<p>The supplier must:</p> <ul style="list-style-type: none"> • provide safe and healthy working facilities and appropriate precautionary measures to protect employees from work-related hazards and anticipated dangers in the workplace; • provide workers with regular and recorded health and safety training; • provide clean and safe accommodation that meets the basic needs of the workers (where provision is applicable). • follow all relevant legislation, regulations and directives in the countries in which the contract activities are undertaken to provide a safe and healthy workplace; • implement systems for the prevention of occupational injury and illness including, standards for fire safety; occupational or industrial hygiene standards; appropriate lighting and ventilation; machinery safeguarding; reporting and investigation of occupational injuries and illness; reasonable access to potable water; • assign responsibility for health and safety to a management representative.
Environment Requirements	
Long term stewardship	<p>We work with suppliers who share our commitment to protecting the environmental values of the region where we operate as demonstrated by:</p> <ul style="list-style-type: none"> • promoting a culture that values the environment and acts to protect the environment in which they operate. • continuously improving environmental and resource management – reduce, reuse and recycle. • measuring, managing, and reporting environmental data in accordance with applicable laws and regulations. • ensuring products manufactured or contracted to manufacture do not contain conflict minerals.

Biofuels	Biofuels must only be sourced from global companies that have policies or standards for the sustainable sourcing of biofuel components. That is, they must demonstrate that the biofuels are not sourced in conflict with agricultural, biodiversity or other environmental values and have a positive lifecycle greenhouse gas emission profile.
World Heritage listed properties and IUCN Protected Areas	Materials must not be sourced from World Heritage listed properties or International Union for Conservation of Nature Protected Areas .
Community	Requirements
Community interaction	The supplier, and in turn its employees, must treat members of the community with dignity and respect. They must not impact on the health, safety or wellbeing of members of the community by engaging in activities such as threatening behaviour, violence, sexual exploitation or abuse, verbal or psychological harassment or abuse.
Locally defined HSEC and business conduct requirements that require local interpretation and may not be applicable in all countries	
Examples of categories	<ul style="list-style-type: none"> • Indigenous rights; • environmental areas; • traditional customs; • public policy; • training and education; • supplier reputation.

We are committed to a culture of transparency and encourage employees, contractors, suppliers and other stakeholders to speak up about their issues and concerns.

As a supplier to QAL, you are encouraged to report any concerns or misconduct about the business or an individual's behaviour, directly to us. This can include suspicion of violations of QAL's policies and procedures, human rights, safety, environmental, financial reporting, fraud or business integrity issues in general.

All information received is managed securely and confidentially.

We strongly encourage any supplier who becomes aware of any circumstance or action that may not comply with this Supplier Code of Conduct to discuss these concerns with their QAL Supply contact.

If you have a concern, don't ignore it; let us know.

purchasing@qal.com.au