

PILBARA RAIL MAINTENANCE PTY LTD

SUPPLIER CODE OF CONDUCT

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1. PURPOSE AND SCOPE

Pilbara Rail Maintenance Pty Ltd (PRM) recognises the importance of aligning suppliers with appropriate legislative requirements, as well as business expectations.

The Supplier Code of Conduct sets out our minimum expectations of the conduct of our Suppliers in the areas of: Workplace Health and Safety, Environment, Labour and Human Rights, Business Integrity and Ethics. As one of our valued Suppliers, you should review this Code and ensure that your operations meet our requirements.

This document applies to all subcontractors, vendors, and business partners (herein referred to as Suppliers) to PRM.

2. OBJECTIVES

PRM will maintain the upmost ethical standards, transparency, accountability, and integrity in its entire business operations. PRM is committed to working with all suppliers to ensure alignment with the items contained within this Code of Conduct.

3. WORKPLACE HEALTH & SAFETY (WHS)

We are committed to the elimination of all work-related injuries and illnesses for all people associated with our activities. We believe that safety is critical to successful business.

Suppliers are expected to:

- Support our commitment to a safe workplace, which obliges and authorises all personnel to stop work where they deem it to be unsafe to continue;
- Provide and maintain safe systems of work where hazards and associated risks are identified and eliminated or controlled too as low as reasonably practicable.
- Set health and safety targets, monitor performance and ensure learning and continual improvement.
- Ensure all plant, equipment and materials are fit for use and maintained in a safe condition;
- Provide competent supervision, education, instruction and information to all personnel.
- Consult with and enable participation of employees regarding health and safety management;
- Provide workers with clean working environments and sanitary facilities, including potable water, ventilation, clean bathrooms, accommodations and kitchens, if applicable.
- Identify and comply with relevant legislation and industry requirements.

4. LABOUR AND HUMAN RIGHTS

We are committed to ensuring that all workers in our supply chain are treated fairly, ethically and with respect.

We will not tolerate forced or indentured labour in our supply chain, all labour must be voluntary.

Suppliers must ensure that proper documentation and procedures are in place to manage the status of employees. This documentation should be consistent with the laws of the suppliers' country of operation, as well as laws on modern slavery and human trafficking.

Suppliers' employment contracts should clearly state the terms of employment and be available in workers' native language. Suppliers should ensure that employees' freedom of movement is not restricted by the withholding of travel and identification documents and/or the payment of recruitment fees and should allow employees to terminate employment with reasonable notice.

Suppliers must only employ workers who are the applicable minimal legal working age in the country of operation and maintain official, verifiable documents of all employee's ages.

In addition, Suppliers are expected to:

- Comply with all laws in respect of the privacy of personal information;
- Comply with applicable laws in respect of employment practices;
- Protect workers from all forms of harassment, including bullying, coercion, discrimination, physical and verbal abuse;

- Be an equal opportunity employer and eliminate work and employment practices that disadvantage certain groups of people;
- Not discriminate against any worker on the basis of age, disability, ethnicity, gender, marital status, political affiliation, race, religion, sexual orientation, gender identity, union membership or any other status protected by law;
- If worker housing is provided, ensure it meets country of operation and safety standards;
- If workers are transported to the work location, provide appropriate return transportation.

5. ENVIRONMENT

We conduct our operations in an environmentally responsible way. We work to prevent or minimise the impact from our activities on the environment and in the communities in which we operate.

Suppliers are expected to:

- Comply with relevant environmental legislation and industry requirements;
- Ensure risks and opportunities which affect environmental performance are determined and addressed;
- Commit to the reduction, and where possible, prevention of pollution;
- Respect cultural heritage and the local communities in which we work;
- Provide competent supervision, education, instruction and information to all personnel to assist in meeting environmental obligations.

6. BUSINESS INTEGRITY AND ETHICS

We do not permit any form of bribery and corruption and have a “zero tolerance” approach to any form of bribery and corruption in the conduct of our activities. We are also committed to compliance with all applicable trade laws and sanctions regimes. We expect our suppliers to comply with all applicable national and international laws, regulations and restrictions, and to conduct business legally and ethically.

Suppliers are expected to:

- Comply with all anti-bribery, anti-corruption, and anti-money laundering laws.
- Not engage in any fraudulent, corrupt, or collusive activities or any bribery, including facilitation payments, bribing officials with gifts or other forms of entertainment and gifts.
- Avoid any actual or apparent conflicts with the interests of PRM;
- Comply with all competition laws;
- Comply with all applicable trade laws and sanctions; and
- Maintain honest and accurate records of all financial transactions and information related to its business activities.

7. BENEFITS AND WORKING HOURS

We expect suppliers to comply with applicable regulatory requirements in providing compensation, benefits, holidays, and in outlining working and overtime hours. Suppliers should provide wages that meet industry standards and should ensure that all overtime hours are voluntary and compensated at a premium rate.

Suppliers should also ensure that no illegal deductions are made to employee remuneration, and that wages are paid regularly and on time.

8. COMPLIANCE WITH THIS CODE OF CONDUCT

Breaches of this Code of Conduct are considered seriously. You are expected to monitor your own compliance with this Code and take any necessary action to correct any deficiencies or breaches. We may request you to provide evidence of your compliance with the Code.

If you identify a potential breach of this Code, including a complaint made by a third party, you must immediately notify your PRM business contact. PRM will address any grievance, issue or concern in a fair, objective, and confidential manner.

9. FURTHER INFORMATION

If you have any questions regarding this code of conduct or you wish to learn more of our Supplier expectations, please reach out to your PRM business contact.

10. RELATED DOCUMENTS

PRM Modern Slavery Policy

PRM - Anti-Bribery and Corruption Policy



Chris Prior
Managing Director