

This Supplier Code of Conduct (Supplier Code), sets out Lipman's expectations of our third-party suppliers, consultants and contractors (Suppliers).

Suppliers are, at a minimum, required to comply with the laws and regulations of the countries in which they operate, including but not limited to laws relating to health and safety, the environment, human rights, anti-corruption and data protection.

Suppliers to Lipman are also expected to:

- have read and understood this Supplier Code,
- act consistently with this Supplier Code throughout their operations and apply it in their dealings with Lipman,
- take reasonable steps to communicate this Supplier Code to all employees, subcontractors, agents, suppliers or other third parties in their own supply chains with whom they engage in the performance of services or the supply of goods to Lipman (Supply Chain), and
- reasonably ensure their own Supply Chains also act consistently with this Supplier Code.

Supplier's demonstrated commitment to this Supplier Code will be considered when evaluating new suppliers and making procurement decisions.

The requirements of a contract agreement must be complied with by the Supplier, even if those terms are more onerous than the expectations of this Supplier Code.

## Corporate Governance

Suppliers are expected to:

- conduct business undertakings in accordance with the relevant laws and regulations, and
- conduct business with integrity and in a fair, equitable and professional manner, and
- declare any interest they have, that may conflict or be perceived to conflict with Lipman.

## Health and Safety

In ensuring people's health, safety and wellbeing are maintained our Suppliers are expected to:

- follow any Lipman health and safety rules and requirements whilst on any Lipman office or worksite, and
- understand, evaluate and apply measures to eliminate or mitigate the risk of injury or illness to persons, as far as a reasonably practicable, and
- provide adequate instruction, supervision and training to ensure work activities are conducted safely.

## Sustainability and Environmental Management

Lipman encourages our Suppliers to share our values and commitment in achieving our environmental objectives of maximising our positive impact and minimising the negative impact of our activities on the environment in which we influence through effective sustainable environmental solutions and pollution prevention.

In line with this commitment, Suppliers are expected to:

- implement and maintain controls aimed at preventing pollution,
- reduce, reuse and recycle natural resources, energy, water and raw materials to minimise waste,
- where required, implement and maintain a project specific environmental plan to manage activities deemed to have a potential significant impact in line with Lipman's requirements,
- comply with all contract and consent conditions applicable to their scope of works,
- take reasonable steps with their Supply Chains to reduce their environmental impact, and

- where requested, provide relevant information the sustainability performance of goods and services supplied to Lipman.

## Human Rights

Lipman is committed to providing a work environment that is free of discrimination, harassment, bullying, victimisation, vilification and workplace violence.

Equally, we expect our Suppliers to also act consistently with these principles and:

- practice fair and ethical sourcing practices,
- provide an inclusive workplace free of unlawful or unethical behaviour,
- ensure all persons engaged to work, hold valid work permits and visas, and
- promote open and transparent communication with management regarding working conditions without threat of reprisal, intimidation, or harassment.

## Modern Slavery

Modern slavery describes a range of extreme labour rights abuses and exploitative conduct including trafficking in persons, slavery, servitude, forced marriage, forced labour, debt bondage, deceptive recruitment practices and child labour.

In collaboration with Lipman Suppliers are expected to:

- take all reasonable steps to source labour, products, services and materials from sources free of modern slavery,
- promote education and awareness of modern slavery risks within their own operations and Supply Chains,
- upon reasonable request by Lipman, provide relevant information regarding modern slavery risks in their operations and Supply Chains, and
- take reasonable steps to work with their Supply Chains to implement measures to assess, minimise and address modern slavery risks and encourage greater sourcing transparency.

## Product and Service Conformance

Lipman is committed to ensuring products and services that are procured or provided to our Clients conform with stated requirements. Lipman understands that this can only be achieved with the commitment and support of our Suppliers. To this end Suppliers are expected to:

- understand and comply in all respects with the requirement of their agreement with Lipman,
- control process for design, procurement, inspection, testing, measurements and delivery to ensure all products and services comply with the contract and manufacturer's requirements,
- promptly act on non-complying products by taking action to correct the issue and prevent it from re-occurring to Lipman's satisfaction, and
- report on performance and conformance to requirements as required.

## Competition, Anti-Trust and Anti-Corruption

Lipman is committed to ensuring compliance with competition, anti-trust and anti-corruption laws.

Suppliers are expected to:

- not attempt to bias a decision or gain a business or commercial advantage for Lipman's benefit directly or indirectly, by promising, giving, requesting or agreeing to receive or accept bribes or facilitation payments including a kickback, favour, cash, gratuity, inappropriate level of entertainment or anything of an inappropriate value,
- not offer, promise or give to any Lipman employee a kickback, favour, cash, gratuity, inappropriate level of entertainment, or anything of an inappropriate value with the purpose of obtaining favourable treatment from Lipman,

- preserve and promote free competition in all undertakings, and not conceal or fail to report any indication of improper payments,
- not engage in anti-competitive practices such as price fixing schemes, misleading or deceptive conduct, misuse of market power or bid rigging arrangements, and
- take reasonable steps to have appropriate processes and practices in place designed to prevent corruption, bribery or anti-competitive behaviour.

### Data Protection, Privacy, Confidentiality and Cyber Security

Lipman collects, uses, discloses and retains sensitive information such as personal and commercial in confidence information to the extent necessary permitted by law, to meet contractual obligations and business requirements.

Suppliers are expected to:

- ensure appropriate information and technology security measures are in place to effectively mitigate cyber threats,
- not retain sensitive information on Lipman for longer than is legally required or necessary to provide the products and services under the relevant agreement unless otherwise agreed with Lipman,
- not access or use sensitive information other than as necessary to provide the products and services under the relevant agreement,
- reasonably protect Lipman's sensitive information against loss, theft, destruction or unauthorised access, use, alteration or disclosure, and
- notify Lipman of a risk relating to data breach in relation to disclosed or lost sensitive information.

### Community Investment

Lipman supports the local and broader community through engagement with a variety of local enterprises, aboriginal businesses and support and development of community groups.

Where appropriate and practicable, Suppliers are expected to:

- preference local suppliers on Lipman projects,
- encourage, support and implement initiatives that support community investment and development, and
- report on the nature and extend of local community engagement associated with Lipman projects where contractually required.

### Disclosures

Where Suppliers are aware of any actions contrary to the expectations of this Supplier Code, they should report these matters immediately to appropriate Lipman manager or through Lipman's independent and confidential Whistleblower Hotline - 1800 857 376.