

SAVE THE CHILDREN AUSTRALIA

Supplier Code of Conduct

As Australia's largest aid and development agency dedicated to helping children, Save the Children Australia and its related entities (**SCAus**) protects and helps children in need. We also rely on our contractors, suppliers, corporate suppliers and other third parties, including donors, to help us achieve these goals. For this Code of Conduct we refer to these important people as Suppliers.

This Supplier Code of Conduct (**Code**) sets out SCAus' expectations of our Suppliers when we engage with them to form mutually beneficial partnerships, to buy goods or services, or to deliver programs.

We provide this Code to all Suppliers when they enter into a contract or agreement with SCAus, and when their agreement is renewed.

What we expect from Suppliers

Child labour

Suppliers must ensure that their workers are old enough to legally work, and do their best to make sure that their own suppliers do not exploit children or other vulnerable people.

Modern slavery

Supplier must not subject their workers to any forced, bonded or involuntary labour, require them to lodge deposits or other identity papers, or use deceptive recruitment practices.

Workers must not have their movement restricted. They must be free to leave their employment by their choice.

Suppliers should do their best to make sure their workers are paid a living wage (and at least the minimum applicable wage).

Health and safety

Suppliers must provide a safe and secure workplace, and fair working conditions.

Suppliers should prevent and take action against discrimination, bullying, harassment and abuse in the workplace.

The environment

Suppliers must comply with all environmental laws and regulations.

Integrity

Suppliers must comply with all laws in the places they do business.

Suppliers must also refer to the SCAus *Fraud, Bribery and Anti-Corruption Policy* and understand their obligations under the Policy (: www.savethechildren.org.au/fraud-bribery-and-anti-corruption-policy)

Supply chain

Suppliers are expected to do their best to hold their own suppliers to the same level as set out in this Code.

Complying with the Code

At a minimum, Suppliers must make sure that their management, workers and contractors are aware of the Code and do their best to comply.

Suppliers should self-assess their compliance with the Code and take timely action to correct any gaps.

SCAus may check that Suppliers are complying with the Code. This may include asking Suppliers to provide self-assessment results, or to complete a survey, interview or site visit.

SCAus may terminate its relationship with Suppliers if SCAus believes the Supplier cannot or will not meet its obligations under the Code.

Reporting

Suppliers must report a breach of this Code to SCAus.

Acknowledgement by Supplier:

Supplier Name:	
Signed by (name and title):	
Date:	