

## Supplier Code of Conduct

### 1. Objectives

As a Person Conducting a Business or Undertaking, (PCBU), Waste Management NZ Limited and its subsidiaries ("WM"), are committed to minimising the impact of our business on our surroundings through integrating sound, sustainable business principles.

WM's sustainability strategy '*For Future Generations*' provides visibility to our suppliers, to assist them in aligning their sustainable journey with WM.

### 2. Health, Safety, Environment

WM seek to engage with suppliers who share our commitment to operate in a safe, ethical and sustainable manner, by ensuring that all parties -

- can comply with the [Health and Safety at Work Act 2015](#) (HSWA);
- have a policy in place for recognising and supporting diversity and an acceptable workplace behaviour; where serious or unlawful discrimination or harassment is identified, and has in place the grievance handling and resolution processes in accordance with the [Employment Relations Act 2000](#);
- promote sustainable management through managing the use, development, and protection of natural and physical resources governed by the [Resource Management Act 1991](#), and the [Forests Act 1949](#)
- WM encourages its suppliers to be good corporate citizens and contribute positively to their local communities.

### 3. Commercial Sustainability

WM values a supplier who contributes to commercial competitiveness and development of a sustainably aware supply chain. A supplier should actively pursue opportunities for continuous improvement and development of process efficiencies, in product and service delivery. This may include minimisation of waste, on-going innovation and market developments opportunity for cost reduction.

Suppliers to WM should be actively working to reduce their emissions in support of the [Climate Change Response \(Zero Carbon\) Amendment Act 2019](#), helping New Zealand reduce net emissions of all greenhouse gases (except biogenic methane) to zero by 2050.

### 4. Ethical Business & Human Rights

WM aligns its employment ethos with the United Nations' International Labour Organisation (ILO). This is reflected in WM programs to support its employees through but not limited to, the Mentoring program, Apprenticeship program, Employee assistance program 'EAP', Spotter Referral Program (recruitment), Speak up service (anti-bullying), Wellness Hub, Safe workplace assessment, HEP A & B screenings and free vaccinations, online ED Training, Flexible Work Policy, Higher Education Assistance Program, Upskills in communication and team leadership and Driver training and Driver fatigue management.

A supplier must at all times -

- comply with [Crimes Act 1961](#) and the [Immigration Act 2009](#), with persons and services provided from voluntary workers (not indentured, forced or bonded labour); whom are paid a proper and competitive living wage and not exploited or subject to any kind of abuse, and work in conditions that are humane.
- disclose any actual, perceived or potential conflict of interest to WM, including any employee of WM, who may have an interest or economic tie of any kind, in the Supplier's business
- conduct their business in full compliance with the [Fair Trading Act 1986](#); and comply with anti-corruption laws and anti-bribery laws of the countries in which it does business.

## 5. Quality

WM has in place a Performance Management Framework, in which the Supplier Code of Conduct is listed as a Sustainability component. The Performance Management Framework provides the supplier and WM with a tangible measurements and target indicators guideline, to continue in a productive working relationship.

WM has been ISO 9001:2015 accredited since 2006 and aligns its business practices with the Ministry of Business, Innovation, and Employment (Trading Standards). WM expects that our supplier partners to align their product safety and product quality to these standards, which are governed under the [Fair Trading Act 1986](#).

## 6. Due Diligence

If primary goods are manufactured in New Zealand or offshore, the supplier should carry out inspections (or have verified proof from an independent third party) of its manufacturing facilities on a regular basis, to ensure compliance with the above requirements. From time to time, WM may ask for audited evidence of compliance.

If services are being provided, then Due Diligence will be in the form of Policy review and completion of WM's Contractor Prequalification Application (HSEQ F 4.1.1.01.06) and provide evidence of current insurances and the supplier's training matrix in place.

All Due Diligence evidence supplied to WM is held within the 'Vault system' as evidence of compliance. This will not be available to external parties unless a criminal investigation has been instigated and the supplier has been notified of the disclosure under the [Privacy Act 2020](#).

This Supplier Code of Conduct will be reviewed as per footer date.



Approved by the Managing Director

Date: 24/05/21