



ETHICAL SOURCING CODE OF CONDUCT

Our Commitment:

We are committed to ensuring that our products are sourced ethically and responsibly by working with suppliers and service providers to continuously improve social and environmental practices within our entire supply chain and business.

Our ambition is to provide customers with the widest range of home improvement and outdoor living products, 'our policy' is to offer the lowest prices backed with the best service. By living our values and operating sustainably, we will continue to "build the best", working closely with our service providers, suppliers and business partners to achieve long term, sustainable supply chains that deliver benefits to all stakeholders involved in the manufacture and supply of products or services to Bunnings.

We require all of our suppliers and service providers to adhere to this Code of Conduct.

Ethical Sourcing Program

Our Ethical Sourcing Program outlines a minimum set of standards, assessment and monitoring processes that are aligned with Wesfarmers' and other globally accepted good practice standards.

This program provides a framework for us to assess working conditions to ensure they meet or exceed minimum local standards. It also acts as a model process for our suppliers or service providers who may be undertaking the establishment of their own Ethical Sourcing Program, to assist in compliance with our trading terms and requirements.

Our expectation is that all service providers and suppliers (including their own suppliers, agents, factories or subcontractors) who supply products or services to Bunnings adhere to the Ethical Sourcing Program that is relevant to their business and supply chain and is aligned with our minimum standards. In this policy, references to a 'supplier' or 'service provider' are to be read to include references to any upstream suppliers, agents, factories or subcontractors engaged by the entity trading with Bunnings. Bunnings expects each of its suppliers and service providers to ensure compliance with these requirements by each entity within its supply chain.

Minimum Standards

1. Employment Conditions:

A. Child Labour: Suppliers and Service Providers shall not use child labour.

Child Labour is defined as the recruitment, hiring and employment of workers at an age younger than 15 years.

Persons between 16 and 18 years of age are considered young workers. Local law requirements for working and labour restrictions of young workers must be adhered to at all times. Young workers shall not work during evening hours or in conditions considered hazardous by Bunnings.



B. Forced/Bonded Labour:

Employment is freely chosen, we do not accept any forms of forced, bonded, involuntary prison labour or illegal labour in the production of goods or services. Workers shall not be required to lodge any form of financial deposits or their identity papers with their employer or head contractor and should be free to leave their employer or head contractor after reasonable notice in line with local statutory regulation.

We are committed to ensure human rights are respected and slavery or human trafficking is not taking place in our supply chain or broader business operations.

C. No Harassment/ abuse or Discrimination:

Every worker shall be treated with respect and dignity. Under no circumstances do we accept the use by our suppliers, service providers, their subcontractors or other business partners of humiliating or corporal punishment, and no employee or individual contractor shall be subject to physical, sexual, psychological or verbal harassment or abuse.

No worker shall be discriminated against in employment or occupation on the grounds of sex, race, colour, age, pregnancy, sexual orientation, religion, political opinion, nationality, ethnic origin, disease or disability.

D. Wages and Benefits:

Wages and benefits for a standard working week must meet, as a minimum, any applicable local laws or industry practices, whichever is higher. Wages must be paid regularly and on time. Any additional allowances or benefits such as overtime hours must be paid in accordance with local law. No unfair deductions to be allowed and record keeping shall be accurate and transparent.

E. Working Hours and Leave:

Working hours shall comply with applicable local laws. Workers shall not work more hours in one week than allowable under local laws or excess of 60 hours as applicable under the ETI Base Code. Overtime shall be voluntary, shall not be excessive, shall not be demanded on a regular basis and shall be compensated as prescribed by local laws.

Workers shall be granted and correctly compensated for any types of paid leave to which they are legally entitled. Examples of such leave include annual leave, maternity, parental and sick leave. Employers will also cover the insurance requirements of workers consistent with local laws.

F. Migrant Workers:

Migrant workers shall have the same entitlements as local workers as stipulated by local law. Any commissions and other fees in connection with employment of migrant workers must be covered by the employer. The employer must not require the worker to surrender identification documents.

Suppliers and service providers must ensure that each of their employees, agents, contractors have a valid right to work under applicable local laws. Evidence of such rights must be provided to Bunnings on request.

G. Freedom of Association:

Suppliers and service providers acknowledge that workers have the right to join or form trade unions of their own choosing and to bargain collectively.



Employers must adopt an open attitude towards the activities of trade unions and their organisational activities. Workers representatives shall not be discriminated against and have access to carry out their representative functions in the workplace.

2. Workplace Conditions:

A. Health & Safety:

Suppliers, and service providers must provide workers with a safe and hygienic working environment, taking into account the prevailing knowledge of the industry and of any specific hazards and will provide plant and systems of work that are safe and without risks to health. Workers have the right to refuse work that is unsafe.

We require Suppliers and service providers to make employees' and contractors' safety a priority at all times, no hazardous equipment or unsafe buildings are accepted.

This will include an adequate number of unlocked, freely accessible and clearly marked exits for emergency evacuations, properly maintained fire fighting equipment and relevant first aid equipment which must be regularly available.

Where local law requires suppliers, vendors and service providers must provide worker compensation to all workers covering medical treatment for work related accidents and compensation for work related accidents resulting in permanent disability.

Workers shall receive adequate and regular training to perform their jobs in a safe manner.

B. Accommodation:

If the supplier or service provider provides accommodation facilities for its employees, the requirements regarding fire safety, cleanliness and basic needs should also cover the dormitory. The dormitory must be separated from the workplace including material storage areas, must be well ventilated and adequately heated and have a separate entrance.

Workers may freely move throughout their accommodation and have access to leave the premises during their free time. Workers must be able to lock their accommodation and to store and lock up their personal belongings.

C. Toilets & Facilities:

Supplier and service providers will ensure access to clean toilet facilities and to clean drinkable water. If appropriate, sanitary facilities for food storage shall be provided.

D. Equipment:

Suppliers and service providers will ensure that personal protective safety equipment is available and workers are trained in its use. Safety guards on machinery must meet or exceed local laws.

3. Management Controls:

A. Sub-Contractors:

Suppliers are obliged to keep us informed at all times where each product is being produced or assembled, including subcontracting assembly centres.

Suppliers must ensure that all subcontractors, and third party vendors providing materials or labour in the manufacture of goods ordered by Bunnings must comply with this Ethical Sourcing Code.



Service providers must ensure that all subcontractors engaged to provide services to Bunnings comply with this Ethical Sourcing Code of Conduct and comply with local law.

Suppliers and service providers must comply with any reasonable and lawful request by Bunnings to cease utilising a particular factory or subcontractor

Home based work is expressly prohibited without specific approval by Bunnings.

B. Environment:

Suppliers and service providers as a minimum, must meet all relevant local and national environmental legislation, and strive to comply with international environment protection standards.

Where applicable, suppliers and service providers must comply with environmental and sustainable standards established by Bunnings.

C. Ethical Standards:

Suppliers and service providers must demonstrate a high degree of professionalism and have a close affinity with our business ethics. In particular, honesty, fair dealing and proper treatment of workers are required at all times. Bribes, favours, benefits or similar unlawful or improper payments, in cash or kind are strictly prohibited, whether given to obtain business or otherwise.

D. Compliance with Local Laws:

We require all suppliers and service providers to comply fully with the legal requirements of the countries in which they operate. All requirements in this Ethical Sourcing Code are in addition to compliance with applicable local laws.

We are committed to working in partnership with our suppliers and service providers to help achieve compliance with the policy. We will work collaboratively with suppliers, service providers and their respective factories, subcontractors, agents or personnel (as applicable) that may not yet meet the minimum standards but are open to improvement and genuinely commitment to rectify issues within agreed timeframes.

Contact

For all AU/NZ queries please contact the ethical sourcing team via ethicalsourcing@bunnings.com.au