



Premedia Marketing Production Services Pty Ltd

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Supplier Code of Conduct

Premedia Marketing Production Services Pty Ltd is committed to conducting business ethically, sustainably, and in compliance with all applicable laws. We expect our suppliers to uphold similar values and behaviours. This Supplier Code of Conduct outlines the minimum standards we require from our suppliers and business partners.

1. Labour and Human Rights

Suppliers must uphold the rights of workers and treat them with dignity and respect. This includes:

- Prohibiting child labour, forced labour, and human trafficking
- Ensuring safe and fair working conditions
- Providing wages and benefits that meet or exceed legal requirements
- Prohibiting discrimination or harassment of any kind

2. Compliance with Laws and Regulations

Suppliers must comply with all applicable international, national, and local laws and regulations, including those relating to:

- Labour and employment
- Health and safety
- Environmental protection
- Modern slavery and human trafficking
- Trade and customs

3. Health and Safety

Suppliers must provide a safe and healthy work environment. This includes:

- Taking steps to prevent workplace injuries and illnesses
- Complying with relevant occupational health and safety laws
- Providing appropriate training, PPE, and emergency procedures

4. Environmental Responsibility

Suppliers must manage their operations in an environmentally responsible manner and aim to:

- Minimise waste and emissions
- Use resources efficiently
- Comply with applicable environmental laws and regulations



5. Ethical Business Practices

Suppliers must conduct business ethically and with integrity. This includes:

- Prohibiting all forms of bribery, corruption, extortion, and embezzlement
- Competing fairly and transparently
- Avoiding conflicts of interest

6. Subcontracting and Transparency

Suppliers must not subcontract any work related to Premedia orders without prior written approval. Suppliers are expected to maintain transparent records and disclose their supply chain practices upon request.

7. Use of Conflict Minerals

Suppliers shall make reasonable efforts to avoid sourcing materials that directly or indirectly contribute to armed conflict, human rights abuses, or environmental harm.

8. Intellectual Property and Confidentiality

Suppliers must respect intellectual property rights and maintain the confidentiality of all proprietary or sensitive information shared with them by Premedia or its clients.

9. Monitoring and Verification

Premedia reserves the right to request reasonable documentation or declarations to verify compliance with this Code. Suppliers are expected to cooperate in good faith.

10. Corrective Action

Premedia reserves the right to take corrective action, including discontinuation of business, where suppliers fail to meet the standards outlined in this Code.

11. Diversity, Equity & Inclusion

Suppliers are encouraged to foster a diverse and inclusive workplace that respects all individuals regardless of race, gender, age, disability, sexual orientation, or religion.

12. Data Privacy & Cybersecurity

Suppliers must protect all confidential, personal, and proprietary information and comply with applicable data protection and privacy laws (e.g. Australian Privacy Act).

13. Grievance Mechanism

Suppliers must provide a mechanism for workers to raise concerns confidentially without fear of retaliation. Where applicable, this may be done through internal reporting systems or escalation to Premedia.



14. Continuous Improvement

Suppliers are encouraged to implement management systems, policies, and processes to continuously monitor and improve their environmental, social, and ethical performance.

Acknowledgement

I, the undersigned, acknowledge receipt of and agree to abide by the Supplier Code of Conduct set out by Premedia Marketing Production Services Pty Ltd.

Supplier Name: _____

Representative Name: _____

Position: _____

Signature: _____

Date: _____