

# Loy Yang B Power Station



## LOY YANG B SUPPLIER CODE OF CONDUCT

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### PURPOSE

When performing work for Loy Yang B, our “Suppliers” (including their related bodies corporate, employees, representatives, subcontractors, agents and partners) must observe all applicable laws and regulations, hold all relevant licences and comply with this Supplier Code of Conduct (the **Code**). Loy Yang B expects Suppliers to take reasonably practicable steps towards the implementation of the requirements of this Code throughout their own supply chains and provide this Code to all workers performing work for Loy Yang B.

### SAFETY, ENVIRONMENT & QUALITY

Loy Yang B’s philosophy is every job, every day, zero harm. We expect our suppliers to provide workers a safe and healthy working environment. Our Suppliers must comply with our safety, environment and quality management systems and laws and regulations that apply to the work being performed. Our suppliers must implement a system to identify and report all safety and environmental risks. These risks should be minimised through preventative safeguard measures. Handling of hazardous materials and disposal of waste must be done in accordance with applicable environmental law and, on site, in accordance with our waste management procedures. All suppliers must complete our inductions prior to attending site and must ensure they complete on-going training on safety, environment and quality requirements.

### LABOUR & HUMAN RIGHTS

Loy Yang B opposes modern slavery in all its forms including the use of child labour (below the minimum legal age), forced or involuntary labour, and people trafficking, forcing individuals to work through violence or intimidation, the use of deceptive hiring practices and other acts of modern slavery. We expect our Suppliers to do the same.

Our Suppliers must ensure fair pay and working conditions including a living wage, freely chosen employment, freedom to move and associate including collective bargaining, the right to join or form trade unions, and must not require or pressure workers to surrender government issued identification, passports or work permits.

Our Suppliers must treat all workers with respect and dignity and must not tolerate harsh and inhumane treatment including sexual harassment, sexual abuse, corporal punishment, mental or physical coercion or verbal abuse or the threat of any such treatment. No worker will be physically, psychologically, sexually, or verbally harassed, abused, bullied or discriminated against due to their age, gender, marital status, sexual orientation, pregnancy, race, religion or intellectual or physical impairment.

### COMMUNITY & LOCAL ENGAGEMENT

Loy Yang B supports the local community within which we operate. Loy Yang B is committed to, wherever possible, offering local engagement opportunities and supporting local and regional business through procurement and employment and expects our Suppliers to do the same.

Loy Yang B is committed to using Australian products and suppliers wherever possible and expects our Suppliers to do the same. Our Suppliers must use Australian labour, subcontractors, manufacturers, parts or content in the performance of work for us, must ensure that all maintenance work will be undertaken solely from within Australia and must ensure that our plant or associated information and communications technology infrastructure, will be accessed, operated and controlled only from within Australia.

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#### ETHICAL BUSINESS PRACTICE

Loy Yang B is committed to a high level of integrity and ethical standards in all its business practices. Our Suppliers are required to act with honesty and integrity and conduct themselves in a manner consistent with current community and Loy Yang B standards, and in compliance with all applicable laws.

Our Suppliers must not engage in fraudulent, dishonest or corrupt behaviour, or assist others in such behaviour, including money laundering, facilitation payments, bribery or corruption of any form.

Our Suppliers must ensure personal activities and interests, and those of employees and subcontractors, do not conflict with their responsibilities to Loy Yang B or under applicable law.

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#### PRIVACY, DATA PROTECTION & DATA SECURITY

In this section FIRB Restricted Data means bulk personal information, customer data or data as to the quantum of electricity delivered (both historical and current load demand) from or to any one or more sites (or their connection points).

Loy Yang B is committed to privacy, data protection and data security. Our Suppliers must apply adequate data privacy and security protection to protect our confidential information, our FIRB Restricted Data and the personal information of employees and vendors from unauthorised access, use and disclosure. FIRB Restricted Data must not be accessed, stored or transferred offshore. Any suppliers who have access to our IT systems must comply with the LYB Acceptable Use Procedure. Our Suppliers who collect, use, store or have access to confidential information, personal information or FIRB Restricted Data must have adequate processes and procedures in place to monitor compliance with applicable privacy laws and must comply with any contractual obligations they have with Loy Yang B.

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#### RISK MANAGEMENT

Our Suppliers must promptly report any violations of this Code or applicable law, and ensure workers are able to do the same, without fear of retaliation. Loy Yang B's anonymous reporting hotline may be used by our Suppliers and the details are set out below.

Our Suppliers must ensure that complaints and grievances are treated confidentially, investigated and remediated and must prevent retaliation or discrimination against any person who has lodged a complaint or grievance. The Supplier must maintain records of grievances and investigations undertaken and allow Loy Yang B access to these records upon request.

Loy Yang B may from time to time ask Suppliers to provide information demonstrating compliance with this Code or may perform audits of Suppliers facilities and operations for the purposes of ensuring ongoing compliance with this Code. In circumstances where Loy Yang B becomes aware that Suppliers have not conducted themselves consistently with this Code, Loy Yang B reserves the right to take immediate remedial action, request remediation or mitigation plans, or cease the commercial relationship if a Supplier fails to remediate or comply with this Code.

We encourage our Suppliers to actively manage their supply chains and measure its performance against this Code and report any adverse findings to Loy Yang B without delay.

Loy Yang B Reporting Hotline

Telephone (24 hours a day, 7 days per week)	1800 849 229
Email	<b>whistleblower@deloitte.com.au</b>
Website	<a href="https://australia.deloitte-halo.com/LoyYang">https://australia.deloitte-halo.com/LoyYang</a>
Post	Loy Yang B Reply Paid 12628 A'Beckett Street Victoria, 8006