

Supplier Code of Conduct

sempre
Always Available

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sempre.co.nz



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Summary

This document outlines our commitment to sourcing solutions and services from suppliers who operate ethically, by observing labour and human rights, health and safety, environmental impact and corporate social responsibility standards.

The requirements mentioned in this supplier code of conduct document set the minimum standards we expect from our contracted suppliers.

Scope

This code applies to all of Sempre's defined suppliers, including OEM solutions being on sold under brand. Software, Hardware and Services are included within this scope.

Expectations

Ethical Behaviour

- We are committed to maintaining the highest ethical standards in business conduct and to complying with all applicable anti-bribery and corruption laws, including the Crimes Act 1961 and the Secret Commissions Act 1910 in New Zealand and 'long arm' laws such as the UK Bribery Act 2010 and the US Foreign Corrupt Practices Act 1977, which govern conduct worldwide.
- We require full transparency and disclosure with respect to any perceived conflict of interest.
- All suppliers must:
 - act with integrity, honesty and transparency with respect to their ethical policies and practices and comply with the law; and
 - observe intellectual property rights of third parties with respect to all goods or services being on sold.

Labour and human rights

Suppliers must:

- Adhere to international human rights standards and, where goods and services are obtained from other suppliers, ensure these standards are met by such other suppliers.
- Comply with New Zealand employment standards or country of origin equivalent and maintain a workspace that is free from discrimination.
- Have, and verify that all other suppliers have, policies that promote equal employment opportunities and diversity practices.
- Foster open communication between workers and management regarding working conditions, without the fear of reprisal, intimidation or humiliation in accordance with their local country law.

Health, safety and security

Suppliers must:

- Provide and maintain a working environment for workers that is safe and without risk to health and complies with local laws.
- Provide such information, instruction, training, and supervision as is necessary, to ensure that health and safety hazards and risks are identified, understood and managed effectively.
- Ensure any contractors from external parties adhere to health and safety policies whilst onsite.

Environmental sustainability

Environmental standards are integral for manufacture and supply of products and services.

Suppliers must:

- Provide capability for recycling of goods when end of life is deemed.
- Consider greenhouse gases during the manufacturing, transportation and operation of the goods and services.
- Conduct their business in accordance with applicable laws, regulations and standards regarding the mitigation of impacts on, and protection of the environment.
- Commit to improving their manufacturing and delivery standards, to reduce environmental impacts.

Corporate social responsibility

We actively look for opportunities to engage in social activities for the benefit of local communities or charity foundations and encourage all suppliers to do the same.

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Non Compliance

If we consider a supplier is not meeting the required code standard, we may by written notice:

- Advise the supplier of the potential non-compliance and our expectation for the supplier to immediately take steps to rectify the issue highlighted.
- Suspend dealings with the supplier until the standard has been met.
- Terminate our contract with the supplier.

The logo for 'sempre' is located in the bottom left corner of a green footer. It consists of the word 'sempre' in a lowercase, sans-serif font. The letters 'sempre' are in white, while the letter 'p' is in a bright green color.

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