



## Supplier Code of Conduct

The University of Wollongong is committed to financial probity and accountability in its procurement and purchasing activities. It expects its suppliers to act in ways consistent with our key policy principles and commitments. These are:

- Value for Money principles
- Ethical principles
- Anti-slavery principles
- Environmental sustainability principles
- Our commitment to Aboriginal and Torres Strait Islander supplier diversity
- Our commitment to countering foreign interference in our procurement practices.

The University seeks value for money in its purchasing and procurement decisions, but also seeks to make balanced decisions that deliver on the integrated strategy of the University. The University recognises that through collaboration, transparency and partnership strategic goals can be achieved concurrently.

The University has policies and procedures which set out the behaviours expected of our staff when engaged in purchasing and procurement, consistent with the University's key principles and commitments, and this Supplier Code of Conduct ('Code') sets out the behaviours the University expects of its suppliers.

The University will seek out suppliers who share our commitment to the principles of this Code and who are willing to work collaboratively to achieve shared goals. The University values suppliers who engage in a process of self-assessment and continuous improvement, consistent with our approach to best practice procurement. The University prefers suppliers who take responsibility for working with their downstream suppliers to implement these principles in successive layers of the supply chain. Supplier commitment to the Code will contribute to purchasing and procurement decisions.

The University expects all suppliers to comply with relevant laws and regulations applicable in their jurisdiction. The behaviours set out in this Code are obligations in addition to those imposed by law.

### Value for Money Principles

The University seeks the best value for money from its suppliers, taking into account not only the monetary cost of supply but quality and service. It welcomes suppliers who are transparent about total cost of ownership or delivery, who are committed to efficiency and continuous improvement, who can make clear service commitments and who are open to working with the University to streamline processes.

### Ethical Principles

The University expects its suppliers to operate in an ethical and accountable way. It expects its suppliers to:

- Behave professionally, respectfully, fairly and honestly in all dealings with the University, its staff and students and when providing any services to or on behalf of the University;
- Ensure any actual or perceived conflicts of interest are promptly reported to the University;
- Not engage in anti-competitive conduct;
- Not engage in any acts of fraud, bribery or corruption, as that term is defined in the *Independent Commission Against Corruption Act 1988* (NSW), and have processes in place to support staff to report misconduct and corruption without reprisal;
- Protect confidential and sensitive information relating to the University, including in accordance with any applicable contractual terms;
- Handle personal information appropriately, including in accordance with any applicable legislative requirements and contractual terms; and
- Maintain appropriate business records, including accurate financial records.

### Anti-slavery principles

The University is committed to combatting modern slavery practices in our supply chains and our business operations, and promoting practices to identify and limit the risk of such practices when within our local and international communities.

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The University expects its suppliers to comply with any applicable modern slavery laws (such as the *Modern Slavery Act 2018* (Cth) in Australia) and prefers suppliers who demonstrate a commitment to addressing modern slavery, including those who:

- Are able to supply transparent, complete and accurate information in relation to their supply chains where requested by the University;
- Comply with, and request that their supply chains comply with, all relevant labour and anti-slavery laws and standards in the supplier's countries of operation; and
- Are able to provide transparent, complete and accurate evidence of existing policies, procedures, training and systems they have in place to ensure compliance with applicable labour and anti-slavery laws and standards.

### **Environmental sustainability principles**

The University is committed to the principles of environmental sustainability and to wider compliance with the [UN Sustainable Development Goals](#). We are actively working towards reducing the environmental footprint of the University's operations through the responsible consumption of resources, management and minimisation of waste, managing biodiversity on campus environments and reducing the risk of pollution from our activities. We also support circular economy principles and practices which are aimed at designing out waste and pollution, keeping products and materials in use and regenerating natural systems

The University prefers to work with suppliers that share the same commitments and goals, including those who:

- Comply with all applicable laws and regulations relating to environmental protection;
- Implement policies and practices directed to improving sustainability, such as implementation of a certified environmental management system or product stewardship programs;
- Adopt sustainable and energy efficient production methods where possible;
- Utilise reconditioned or recycled components and minimise packaging where practical;
- Are able to provide evidence of its environmental policies and sustainability practices where requested by the University.

### **Aboriginal and Torres Strait Islander supplier diversity**

The University is committed to incorporating Aboriginal and Torres Strait Islander supplier diversity in its Australian operations and recognises the mutually beneficial aspects of engaging Indigenous suppliers.

In our Australian operations, we value suppliers who share our commitment to supporting Aboriginal and Torres Strait Islander businesses, including those who:

- incorporate Aboriginal and Torres Strait Islander suppliers in their supply chain;
- will (if based in Australia) employ Aboriginal and Torres Strait Islander peoples on University service contracts; and
- procure goods from Aboriginal and Torres Strait Islander businesses.

### **Foreign Interference**

The University is a truly global university, with an international teaching presence and valued international research and teaching partners. However, the University is committed to countering foreign interference in its procurement practices, and seeks out suppliers who:

- Are honest and transparent about its affiliations, corporate governance arrangements and intent in contracting with the University; and

Are able to provide evidence of its affiliations and corporate governance arrangements when requested by the University, and to cooperate with due diligence processes.

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