



# Supply Chain Sustainability Guidelines

At Growthpoint Properties Australia (“Growthpoint”), we seek to drive sustainable business outcomes through engaging with our suppliers, contractors, sub-contractors and service providers (“Suppliers”). We recognise that operating sustainably goes beyond our own organisational boundaries, therefore we engage with Suppliers to monitor any sustainability risks in our supply chain and those of our Suppliers. We want to improve sustainability performance in the production and delivery of products and services supplied to Growthpoint.

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## 1. Purpose

The purpose of these Supply Chain Sustainability Guidelines (“Guidelines”) is to communicate our expectations of effective supply chain sustainability management to our Suppliers. To deliver best practice and drive sustainability performance, our Suppliers must comply with these Guidelines and use best endeavours to ensure participants in their own supply chains conform with its expectations.

Growthpoint is committed to continuing to refine its sustainability practices and may update these Guidelines over time in response to our business needs, changes in laws and to meet the reasonable expectations of our stakeholders.

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## 2. Corporate governance and ethical business practices

High standards of corporate governance ensure that Growthpoint is directed and controlled in a responsible and transparent manner which ensures long-term value creation. Growthpoint seeks to ensure continued achievement of best practice corporate governance and has an extensive corporate governance program in place.

*Growthpoint expects Suppliers to:*

- Comply with all relevant local and national laws and regulations in relation to ethical behaviour, anti-bribery and corruption, whistleblowing, anti-money laundering and other relevant business practices.
- Have a written policy which outlines appropriate conduct and standards of personal behaviour of employees.

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## 3. Social responsibilities and requirements

### Laws and recognised standards

Responsible workforce practices should be applied consistently across all business operations, in keeping with applicable laws and internationally recognised standards. Growthpoint strives to create and maintain a nurturing environment which respects the interests of all stakeholders including securityholders, tenants and employees.



*Growthpoint expects Suppliers to:*

- Comply with relevant legislation in relation to employment and human rights and conduct their business in a manner that respects and supports human rights consistent with the Universal Declaration of Human Rights.

## Forced labour and modern slavery

*Growthpoint expects Suppliers to:*

- Take active steps to mitigate risks of forced labour and modern slavery in their operations and supply chains.
- Not engage in or tolerate the use of forced, bonded, compulsory labour, slavery or human trafficking, the use or threat of physical or other punishment, or the physical, sexual or psychological abuse or inhumane treatment of workers.
- Report instances of forced labour or modern slavery in their operations or supply chains to Growthpoint.

## Child labour

*Growthpoint expects Suppliers to:*

- Comply with international and local obligations relating to the employment of children, including adhering to the minimum legal working age in their jurisdiction or with the standards set by the International Labour Organisation, whichever is higher.
- Ensure children under the age of 18 are not employed in hazardous work or in work incompatible with their development.

## Wages, benefits & working hours

*Growthpoint expects Suppliers to:*

- Comply with applicable laws, regulations and awards relating to remuneration and benefits, including minimum wages, overtime, superannuation, leave entitlements and other benefits, and ensure the timely payment of workers.
- Provide workers with clear and understandable information about all relevant employment conditions before they enter employment.
- Provide workers with appropriate training to perform their duties and to comply with these guidelines.

## Freedom of association

*Growthpoint expects Suppliers to:*

- Respect workers' rights, in accordance with applicable laws, to freedom of association, to establish and join or not join workers' associations, and to engage in lawful industrial activity, without interference, intimidation or harassment.

## Anti-discrimination, equal opportunity and diversity

*Growthpoint expects Suppliers to:*

- Have equal employment opportunity and anti-discrimination policies or practices in place which meet or exceed requirements of any relevant laws where operations are located.



- Ensure recruitment practices are free from discrimination based on protected attributes<sup>1</sup>, including, but not limited to, race, religion, sex, age, family responsibilities, physical or mental disability, sexual orientation.
- Provide a workplace that is free of direct and indirect discrimination, harassment, and bullying and promote an inclusive workplace.
- Commit to greater diversity by establishing a culture of respect and inclusion through valuing and respecting individual differences.

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## 4. Occupational health and safety

Growthpoint is committed to providing a healthy (both physical and mental) and safe working environment for all staff.

*Growthpoint expects Suppliers to:*

- Comply with all relevant local and national occupational health and safety laws and regulations appropriate for the nature and scale of their business and services.
- Maintain a workplace health and safety management plan (or similar) consisting of policies and procedures related to safety and psychological hazards appropriate for the size of the business and the nature of risks.
- Maintain a system to record, investigate and reduce work-related injury and illness.
- Provide any information required by Growthpoint to ensure it can comply with its own regulatory disclosures from time to time.

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## 5. Environment

Growthpoint acknowledges, and is committed to reducing, the environmental impact of our operations. We have a target to achieve net zero emissions by 2025 as part of our ongoing commitment to prioritising sustainability. To continue meeting our environmental commitments, it is important for us to manage our impact to the environment by consuming resources efficiently.

*Growthpoint expects Suppliers to:*

- Comply with all relevant local environmental legislation in which they operate.
- Manage the environmental impacts of their operations and seek ways to improve energy, water, resource and raw materials efficiency and minimise waste and pollution.
- Implement initiatives to minimise the environmental impacts of their products and services throughout their lifecycle.
- Where relevant and feasible, provide Growthpoint with options to purchase sustainably sourced products that are approved by reputable certification schemes.
- Provide any information required by Growthpoint to ensure it can comply with its regulatory disclosures from time to time.

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## 6. Community involvement and development

As a responsible business, we recognise that we have a role to play in supporting the communities in which we operate.

*Growthpoint expects Suppliers to:*

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<sup>1</sup> As per the legal definition of protected attributes in the Fair Work Act 2009 (Cth)

- Engage with communities and support good community causes.
- Support Growthpoint's commitment to community involvement.

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## 7. Monitoring and compliance

Suppliers must monitor their compliance with these guidelines, notify us of any significant breaches, allegations of non-compliance or investigation into non-compliance by authorities.

Suppliers must permit Growthpoint and its representatives to assess and audit their compliance with these guidelines, which may include, but is not limited to, inspection of on-site facilities, review of records and documentation evidencing compliance with these guidelines.

Suppliers must take all reasonable steps to address, remedy and prevent any further breach.

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## 8. Raising a concern

Suppliers can raise concerns about any actual or suspected breach of these guidelines using any of the contact points below:

- Directly with their supplier relationship point of contact
- In accordance with our [Whistleblower Policy](#)
- By email to the Growthpoint Legal Team at [notices@growthpoint.com.au](mailto:notices@growthpoint.com.au)