



# Business Partner Code of Conduct

Approved by Agilitus' Audit & Risk Management Committee (ARC)

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A person using Agilitus Pty Ltd documents or data accepts the risks of:

- using the documents or data in electronic form without requesting and checking them for accuracy against the original hard copy version; and
- using the documents or data for any purpose not agreed to in writing by Agilitus.



## 1. Purpose

Agilitus Pty Ltd (Agilitus) is committed to conducting business with the highest standards of ethics, integrity, and sustainability. This Business Partner Code of Conduct outlines our expectations for our business partners, including suppliers, contractors, and other third parties. Our goal is to ensure that all partners adhere to the same principles of ethical conduct, legal compliance, and respect for human rights that we uphold within our organisation.

## 2. Compliance with Laws and Regulations

Business partners must comply with all applicable laws, regulations, and industry standards in the countries where they operate. This includes adhering to laws related to labour, health and safety, the environment, and anti-corruption. Agilitus expects Business Partners to stay informed of and always ensure compliance with these laws.

## 3. Ethical Business Practices

### **Anti-Corruption**

Business partners must not engage in any form of bribery, corruption, extortion, or embezzlement. They must not offer or accept bribes or other unlawful incentives to/from any public official or private individual.

### **Fair Competition**

Conduct business in line with fair competition and antitrust laws. Agilitus prohibits any form of anti-competitive behaviour, such as collusion or price-fixing.

### **Conflicts of Interest**

Avoid any conflicts of interest that may compromise their ability to act in the best interests of Agilitus.

## 4. Human Rights and Labour Practices

Business partners are expected to uphold the highest standards of human rights and labour practices, including:

### **No Forced Labour**

No use of forced, bonded, or indentured labour.

### **No Child Labour**

Adhere to minimum age provisions as outlined by the International Labour Organisation (ILO) and local laws.

### **Non-Discrimination**

Provide a work environment free of harassment and discrimination. Employment decisions should be based on merit, qualifications, and abilities.

**Working Hours and Wages** - Comply with applicable laws regarding working hours, wages, and benefits. Workers should be compensated fairly and in a timely manner.

## **5. Health, Safety, and Environment (HSE)**

Business partners must provide a safe and healthy working environment for their employees. They should:

### **HSE Management Systems**

Implement and maintain effective HSE management systems.

### **Risk Management**

Identify, assess, and manage risks related to health, safety, and the environment.

### **Training and Awareness**

Provide regular training and ensure employees are aware of HSE policies and procedures.

### **Emergency Preparedness**

Develop and implement emergency response plans and procedures.

## **6. Environmental Sustainability**

Business partners should minimise their environmental impact and promote sustainability by:

### **Resource Efficiency**

Use resources efficiently and minimise waste.

### **Pollution Prevention**

Take measures to prevent pollution and reduce emissions.

### **Sustainable Practices**

Adopt sustainable practices and contribute to the protection of the environment and biodiversity.

## **7. Responsible Sourcing of Minerals and Materials**

Ensure that minerals and materials are sourced responsibly, avoiding conflict-affected and high-risk areas unless there are robust due diligence processes in place.

## **8. Data Protection and Privacy**

Respect and protect the confidentiality, integrity, and availability of all data and information. Comply with all applicable data protection and privacy laws.

## **9. Monitoring and Compliance**

### **Documentation and Records**

Maintain accurate and complete records to demonstrate compliance with this Code.

### **Audits and Inspections**

Allow Agilitus or its designated agents to conduct audits and inspections of facilities and operations to ensure compliance.

### **Reporting Concerns**

Provide mechanisms for employees and stakeholders to report concerns or violations of this Code without fear of retaliation.

## **10. Continuous Improvement**

Business partners are encouraged to continuously improve their practices in line with the principles outlined in this Code. Strive for innovation and excellence in all aspects of operations.

## **11. Reporting Concerns and Violations**

Agilitus's business operations are conducted using a fair, ethical, and transparent approach. We encourage an open and honest workplace and promote a no-blame culture. We will not retaliate, persecute, or punish any person in any way who, in good faith, raises any concerns about this Policy or make a notification or report of real or perceived breaches/violations of the Policy provisions.

Employees can report suspected concerns or violations, by:

- contacting or speaking to their manager
- contacting or speaking to any of the Directors or members of the Executive Leadership Team
- contact or speaking to the General Manager Commercial
- contacting or speaking to any of Members of the ARC

Agilitus may take appropriate action against any Business Partner found to have breached this Code which may include termination of our relationship.



For further details about the Company's Business Partner Code of Conduct, please contact:

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Agilitus is a multidisciplinary engineering, EPCM and ESG consultancy, delivering technical solutions for clients in the Resources, Energy and Industrial sectors. We are majority owned by our employees, who are united by our purpose – together, we embrace innovation to solve complex problems, for today and future generations.

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