

# Supplier Code of Conduct



## Table of contents

1. INTRODUCTION .....	3
2. LABOUR AND HUMAN RIGHTS .....	3
3. HEALTH, SAFETY AND SECURITY .....	3
4. ENVIRONMENTAL SUSTAINABILITY .....	3
5. ETHICAL BEHAVIOUR .....	3
6. CORPORATE SOCIAL RESPONSIBILITY .....	3
9. DOCUMENT HISTORY .....	4

## 1. INTRODUCTION

This Supplier Code of Conduct outlines Tenzing's expectations of all our suppliers and subcontractors. We are committed to fostering a responsible and ethical business environment.

Please familiarize yourself with the following guidelines and incorporate them into your business practices.

## 2. LABOUR AND HUMAN RIGHTS

We expect our suppliers to uphold international human rights standards and ensure the protection of labor rights for all employees, both within their organisations and throughout their supply chains. Regular monitoring of human rights practices is essential.

## 3. HEALTH, SAFETY AND SECURITY

Our suppliers are required to:

- Adhere to all regulatory and statutory health and safety requirements, ensuring a safe and healthy workplace for all employees.
- Comply with any security obligations communicated by Tenzing or local Authorities.
- Responsibly safeguard any information, assets, tools, or materials provided by us and return them promptly upon request.

## 4. ENVIRONMENTAL SUSTAINABILITY

We are dedicated to supporting a low-emission economy. We encourage our suppliers to adopt environmentally responsible business practices and actively seek ways to reduce their environmental footprint. Expectations include:

- Compliance with all relevant environmental laws and regulations.
- Continuous efforts to enhance environmental sustainability and reduce operational impacts.

## 5. ETHICAL BEHAVIOUR

Our suppliers should:

- Conduct their activities and affairs with integrity, adhering to all applicable laws, regulations, and ethical standards.
- Refrain from any involvement in corrupt practices.
- Maintain transparency in their operations and actively engage in sustainable policies and processes.

## 6. CORPORATE SOCIAL RESPONSIBILITY

We encourage our suppliers to be exemplary corporate citizens, positively contributing to their communities. Suggested actions include:

7. Eliminating workplace discrimination based on gender, ethnicity, and occupation to promote diversity.
8. Supporting economic development within New Zealand, including engagement with Māori businesses and provincial regions to bolster the local economy.

We appreciate your commitment to upholding these standards and fostering a mutually beneficial partnership. Please do not hesitate to reach out if you have any questions or require clarification on any of the expectations outlined in this Supplier Code of Conduct.

## 9. DOCUMENT HISTORY

Version	Date	Author (function)	Reviewed by	Approved by	Nature of changes
Issue 1.0	13 Sep 2023	HR			First Integrated Issue