

This Code of Conduct defines the basic requirements placed on suppliers of goods and services to WEHI concerning their responsibilities towards their stakeholders and their supply chain. WEHI reserves the right to reasonably change the requirements of this Code of Conduct.

WEHI Values

WEHI strives for excellence and upholds the following values across all activities:

- Contribution to society
- Integrity and Respect
- Collaboration and Teamwork
- Accountability
- Creativity
- Pursuit of Excellence

We actively encourage similar drive, passion and values in engagements with our suppliers and acknowledge supplier excellence. Further information in relation to our values can be found on our website.

Employment and Labour Hire

Diversity and Inclusion

WEHI is committed to building a diverse and inclusive workplace. Areas of focus for WEHI include without limitation:

- A) Supporting Reconciliation objectives between Aboriginal and Torres Strait Islander Australians with Australians of other descent.
- B) Promotion of an inclusive workplace where all staff and students can flourish in a safe and supportive environment.

Further information in relation to WEHI's Diversity and Inclusion initiatives are found on our website.

Suppliers shall:

- comply with applicable national employment standards, laws and regulations including standards in relation to child labour, wages, working hours, equal opportunity and workplace health and safety;
- not engage in any sham contracting;
- promote equal opportunities regardless of social background, race, disabilities, sexual orientation, political or religious conviction, sex, age;
- respect the personal dignity, privacy and rights of each individual;
- not tolerate insupportable employee treatment such as mental or physical cruelty, sexual harassment or discrimination;
- forbid unwanted gestures, language and physical conduct of a sexual, exploitative, abusive, coercive or threatening nature;
- not discriminate against employees for exercising workplace rights
- ensure a safe environment for employees. Required measures include but are not limited to taking responsibility for employee physical and mental health and safety, establishing and using appropriate safety management systems, providing adequate training, containing any hazards and taking reasonable precautions to avoid any health and safety incidents; and
- take reasonable steps to ensure that their supply chains comply with the employment standards identified in this code.

WEHI is committed to maintaining a fair and safe working environment for their employees and suppliers. Suppliers are urged to uphold these standards and must comply with all applicable laws, rules and regulations governing employees and labour hire agreements.

Environmental Sustainability

WEHI seeks to make positive and sustainable contributions to the environment across their operations. To meet the above objectives, suppliers are required to:

- comply with the applicable statutory and international standards regarding environmental protection;
- minimize environmental pollution and seek continuous improvement opportunities in relation to environmental protection;
- implement or use a reasonable environmental management system with consideration to the nature of their business; and
- take reasonable steps to ensure that their supply chains comply with the environmental sustainability obligations identified in this code.

Animal Ethics

At times we are required to use animals for our research purposes. When doing so WEHI seeks to comply with the highest animal ethics standards as promoted in the Australian code for the care and use of animals for scientific purposes.

To meet the above obligations, suppliers are required to:

- comply with all applicable laws, rules and regulations in relation to the use of animals;
- only use animals in their supply chains where their use is justified;
- support the wellbeing of any animals where used;
- minimise (or where possible avoid) harm to those animals;
- apply the highest standards of integrity;
- implement the following stages of animal care where practicable;
 - replace animals with other methods;
 - reduce the number of animals used;
 - refine techniques to minimise the adverse impact on animals; and
- take reasonable steps to ensure that their suppliers and supply chains meet these obligations.

Supply Chain

Suppliers shall conduct their supplier selection and Procurement activities with the highest level of integrity and professional standards.

Suppliers are required to:

- conduct procurement and supplier selection processes in good faith;
- not unfairly discriminate against a supplier;
- reasonably promote compliance with this code amongst their suppliers and supply chain; and
- otherwise comply with the requirements of any applicable Modern Slavery laws, rules and regulations including but not limited to the *Modern Slavery Act 2018 (Cth)*.

Compliance with Laws

We encourage suppliers to maintain the highest ethical standards, WEHI requires the following minimum standards in relation to our compliance requirements and requires suppliers to take reasonable steps to ensure these standards are upheld in their supply chains.

Improper Advantage

A supplier must not obtain an improper advantage. Conduct constituting an improper advantage includes the following without limitation:

- bribery
- corruption
- embezzlement
- exchanging goods for money or information
- extortion
- fraud
- money laundering

- perverting the course of justice
- providing kickbacks
- trading in influence

Suppliers shall comply with all applicable laws, regulations and standards in relation to the prevention of an improper advantage.

Modern Slavery Act

Suppliers shall not engage in any conduct which is defined as modern slavery within the meaning of the *Modern Slavery Act 2018 (Cth)* and shall comply with applicable laws, regulations and standards in relation to the prevention of modern slavery in their supply chains.

Such conduct includes without limitation:

- Slavery
- Servitude
- Forced Marriage
- Forced Labour
- Debt Bondage
- Deceptive Recruiting for labour or services
- Worst forms of child labour

Audit and Reporting

We are committed to working with suppliers to achieve excellence and the highest ethical standards. As part of this commitment we encourage suppliers to keep us apprised of any Corporate Social Responsibility based policies and practical steps for their implementation.

If requested by WEHI, the Supplier shall not more than once a year (at the Supplier's option), provide WEHI with either:

- A) a written corporate responsibility self-assessment in a manner approved by WEHI; or
- B) a written report approved by WEHI describing the actions taken or to be taken by the supplier to ensure compliance with this code.

WEHI and its authorised agents, representatives and/ or any appointed third parties reasonably acceptable to the Supplier shall be entitled (but not obliged) to conduct inspections (including at the Supplier's Premises) in order to verify the Supplier's compliance with this Code of Conduct.

In the event the Supplier is aware of any non-compliance, or is suspicious of non-compliance with these standards, they must immediately contact WEHI in accordance with our Whistleblower Policy as published on our website. We encourage transparent communication and shall treat reporting anonymously where practicable.