



Supplier Code of Conduct

1. Overview

The Core Values of Stewart and Heaton (S&H) underpins the company's position as one of Australia's premium specialised apparel procurement companies.

S&H is committed to acting ethically and responsibly in all areas of operations. Consequently, this Supplier Code of Conduct will form the basis of all decisions and actions taken with regards to our supply chain.

2. Objective

The objective of this code of conduct is to focus S&H supply chain activities ensuring all dealings with suppliers are in line with Ethical Trading Initiatives to have a positive impact on society.

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The following practices are the minimum requirements for an S&H supplier. Local laws must still be complied with.

1. Employment must be freely chosen, and employees can leave employment with reasonable notice.
2. Freedom of association and the right to collective bargaining are respected. Workers have the right to join or form a trade union.
3. Working conditions must be safe and hygienic. Work health and safety practices in line with local laws must be conformed to as a minimum. Where these do not exist a safe work practice must be established with the supplier. All employees must have access to clean toilet facilities and potable water. Accommodation where provided must be clean, safe, and meet the basic needs of the worker.
4. Child labour shall not be used in line with the policies and procedures of the relevant ILO standards.
5. Wages and benefits meet local legal standards or industry benchmark standards, whichever is the higher.
6. Working hours must comply with local laws, collective agreements, whichever affords the greatest protection for workers. Working hours exclusive of overtime should never exceed 48 hours a week. All overtime must be voluntary and must be compensated at a premium rate not less than 125% of the regular rate of pay.
7. There is no discrimination in hiring, compensation, access to training, promotion, termination or retirement based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.
8. To every extent possible work performed must be based on recognized employment relationship established through local law and practice.
9. Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation shall be prohibited.

4. Monitoring

S&H use qualified independent bodies to audit the complete supply chain:

Ethical Clothing Australia (ECA) are used with Australia. Unless you are ECA certified you cannot be an apparel supplier to S&H if you have local production. Ethical Clothing Australia (ECA®) is an accreditation body working collaboratively with local textile, clothing, and footwear



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(TCF) businesses to ensure their Australian supply chains are legally compliant. S&H has one of the most complex supply chains accredited with ECA.

SEDEX are used for sharing responsible sourcing data on our S&H offshore manufacturing supply chain. Our offshore suppliers are required submit independent audits to SEDEX under the S&H supply chain.

Suppliers providing off the shelf product to S&H must have their own ethical compliance in place to deal with S&H.

5. Application

All suppliers to S&H both using Australian and overseas supply chains.

Authorised By

A handwritten signature in blue ink, appearing to read 'Nigel Whelan'.

Nigel Whelan

General Manager