Supplier Code of Conduct

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1 Application

1.1 Emeco Holdings Limited and its subsidiaries (**Emeco**), operate across Australia providing diverse services to its customers, including:

- the rental of earthmoving equipment through Emeco International Pty Ltd and Matilda Equipment Pty Ltd;
- maintenance and component production and rebuilding services through Force Equipment Pty Ltd; and

1.2 Emeco is committed to becoming recognised as the trusted partner of choice, creating meaningful value for customers and shareholders over the long term. The way Emeco and its suppliers conducts business is therefore integral to its success.

1.3 This Supplier Code of Conduct (**Code**) applies to all vendors, contractors, consultants and other business partners that supply goods and services to Emeco anywhere in the world and includes any of their respective related entities or sub-contractors (**Suppliers**). Suppliers are expected to read, understand and adhere to this Code and all related standards, guidelines and procedures.

2 Reasons for Code

2.1 This Code sets out the minimum standards of behaviour that Emeco requires its Suppliers to meet in the areas of:

- workplace health and safety;
- governance and legal compliance;
- labour and human rights;
- environmental compliance;
- emergency preparedness and business resilience;
- information and reporting;
- diversity; and
- continuous management.

2.2 Emeco has adopted a number of corporate governance policies (available on its website at https://www.emecogroup.com/who-we-are/corporate-governance) (**Emeco Policies**) detailing its approach in areas such as anti-bribery and corruption, diversity, human rights and whistleblowing. Emeco expects its business partners to adopt similar standards and approaches in these areas.

2.3 Emeco requires Suppliers to read, understand and ensure that their business and supply chains meet these standards. Suppliers must communicate this Code to related entities, suppliers and subcontractors who support them in supplying to Emeco, so that they are aware of, understand and comply with this Code.

2.4 Suppliers must have in place appropriate policies, management systems, procedures, and staffing to meet the requirements set out in this Code.

2.5 Suppliers' ability to meet or exceed standards detailed in this Code will be taken into account by Emeco when making procurement decisions. This will happen regardless of whether or not the Code has been formally incorporated into a particular contract with a Supplier.

2.6 The provisions of this Code are in addition to the provisions of any contract entered into between Emeco and a Supplier. Where this Code is incorporated into a particular contract with a Supplier or a Supplier otherwise agrees to be bound by this Code, any supply of goods and services by that Supplier to Emeco shall be made in accordance with this Code and any higher standards set out in that contract. To the extent that this Code is incorporated into a particular contract, any non-conformance with this Code may constitute a breach of that contract.

2.7 Where this Code refers to "workers", this includes all workers of a Supplier including contract, agency, migrant, student, temporary direct employees and any other type of worker.

2.8 Where this Code refers to "modern slavery", this includes modern slavery, human trafficking, forced labour, child labour, bonded labour or similar unethical conduct and any conduct constituting "modern slavery" under the *Modern Slavery Act* 2018 (Cth) or any other law in any jurisdiction that, if reasonably interpreted, aims to address modern slavery concerns in operations and supply chains.

3 Code Principles

3.1 Workplace Health and Safety Performance

We commit to the goal of every person going home safe and healthy every day. We require Suppliers to share this commitment by:

- providing a safe and healthy working environment for workers including provision of appropriate personal protective equipment;
- taking all practical and reasonable measures to eliminate workplace fatalities and minimise injuries and illness;
- complying with all relevant safety laws including workplace and operational health and safety, health and safety management and reporting;
- ensuring any worker housing, facilities and amenities, if provided, is safe, healthy, sanitary and meets workers' basic needs, while respecting workers' dignity and right to privacy;
- having a system to identify and assess workplace health and safety risks, implement procedures to minimise their impact and record, monitor and manage incidents;
- supporting workers to raise health and safety concerns without fear of disciplinary action, dismissal or discrimination.

3.2 Governance and Legal Compliance

We conduct our business activities ethically and lawfully. We require Suppliers to:

- conduct themselves and their business in a fair and ethical manner;
- comply with all applicable laws and regulations in the jurisdictions in which they operate including all anti-bribery, anti-corruption, anti-money laundering, anti-trust, competition and modern slavery laws;
- ensure their activities and interests, and those of their workers, do not conflict with their responsibilities to Emeco and that any actual, perceived or potential conflict of interest related to or in connection with its dealings with Emeco is immediately disclosed to Emeco;

- not commit, or become involved in, bribery or corruption of any form, including facilitation payments, or take any other action in order to entice or obtain any unfair or improper advantage;

- not engage in fraudulent, corrupt, exploitative or collusive activities;

- adhere to all legal, ethical and fair business practices in their own supplier arrangements (including providing for timely payment);

- adopt and adhere to a policy similar to Emeco's Anti-Bribery and Corruption Policy;

- maintain policies and practices to allow violations, misconduct, or grievances to be reported by workers and addressed without fear of retaliation including adopting and adhering to a policy similar to Emeco's Whistleblower Policy; and

- in respect of any report of reportable conduct (as that term is defined in Emeco's Whistleblower Policy) under Emeco's Whistleblower Policy made by the Supplier or its personnel, adhere to the terms of Emeco's Whistleblower Policy including ensuring that the reporter does not suffer detriment due to the making of the report.

3.3 Labour and Human Rights

We support the United Nations' Universal Declaration of Human Rights and the International Labor Organization's Fundamental Conventions. We require Suppliers to uphold such fundamental human rights of workers and treat them with dignity and respect, specifically by:

- ensuring all work is freely chosen and without the use of any forced, bonded or compulsory labour, modern slavery or human trafficking including by ensuring that workers:

    - have unrestricted access to their identity or immigration documents (eg. passport, visa, work permit or identity card) at all times and employers or agents only hold their identity or immigration documents if such holdings are required by law;

    - are able to access basic utilities (eg. toilet and drinking water);

    - are not subject to physical or financial punishment (eg. withheld remuneration or financial penalties);

    - are not required to pay employers' or agents' recruitment fees or other related fees for their employment;

    - are treated humanely and not subject to intimidation, coercion, harassment, bullying, unfair discrimination, physical, verbal or mental abuse, unsafe working conditions and other unlawful or unethical behaviour; and

    - are able to terminate their engagement with a Supplier with reasonable notice and without unreasonable penalty;

- ensuring all workers are of local legal age and preventing the use of illegal child labour;

- ensuring fair remuneration and work conditions for all workers;

- complying with all laws in respect to wages, superannuation, benefits, leave entitlements, working hours and workers compensation insurance;

- respecting workers' rights to freedom of association, collective bargaining and peaceful assembly and freedom of thought, religion, opinion and expression;

- identifying and addressing any modern slavery practices and risks of any modern slavery practices and taking steps to limit such practices and risks in their own operations or in their supply chains;

- adhering to Emeco's Human Rights Policy and adopting and adhering to policies similar to those detailed in Emeco's Human Rights Policy; and

- respecting the privacy of workers and customers and complying with all laws in relation to the collection, use and protection of personal information.

3.4 Environmental Compliance

We are committed to protecting the environment of the regions where we operate and maintaining good environmental stewardship for the long term. We require Suppliers to:

- promote a culture that values the environment and acts to protect the environment in which they operate;

- strive to continuously improve environmental and resource management;

- ensure the safe storage, transportation and disposal of hazardous or toxic substances;

- obtain, maintain and keep current and comply with all necessary environmental permits, approvals and registrations;

- comply with all applicable environmental laws and regulations including in relation to measuring, managing, and reporting environmental data;

- minimise any adverse (and potentially adverse) impacts of their operations, products and services on the environment, community and natural resources;

- reduce environmental impacts by maximising the efficient use of resources, energy, water and raw materials and minimising pollution and waste; and

- ensure products manufactured or contracted to manufacture do not contain conflict minerals.

3.5 Emergency Preparedness and Business Resilience

We require each Supplier to have adequate emergency preparedness and response plans for safeguarding their workers, operations and the environment and maintaining security of supply during any natural events, major catastrophes, pandemic diseases and other potential emergency situations and events beyond the reasonable control of that Supplier.

3.6 Information and Reporting

We build trust by communicating openly and honestly. We require Suppliers to provide information that is timely, accurate and relevant including by:

- knowing, understanding and being able to report on its operations and supply chains, including with respect to risks of modern slavery practices occurring within such operations and supply chains;

- maintaining accurate and auditable financial books and business records in accordance with all applicable legal and regulatory requirements and accepted accounting practices;

- reporting on economic, social and environmental performance to meet all legal and contractual requirements;

- ensuring the intellectual property rights of other parties (including any patents, trademarks, copyright, and confidential information) are not adversely affected;

- ensuring that any private, confidential or commercially sensitive information related to or obtained in connection with the supply of goods or services to Emeco is not disclosed to any other party or otherwise improperly used;

- complying with all applicable privacy laws and ensuring adequate data privacy and security protection to protect personal and confidential information from unauthorised access, use and disclosure; and

- adopting and adhering to policies similar to those detailed in Emeco's Privacy Policy Statement.

3.7 Diversity

Emeco is committed to being a diverse and inclusive company and achieving greater diversity in our supply chain. At Emeco, diversity means difference in all its forms, both visible and not visible, and includes differences that relates to gender, age, cultural background, disability, religion and sexual orientation, as well as differences in background and life experience, and interpersonal and problem solving skills. In line with this, Emeco prefers Suppliers who promote diversity in their supply chain, including:

- those who publicly commit to Indigenous procurement targets or engage with social enterprises and minority-owned organisations in the delivery of goods and services;

- those who provide quality and secure local jobs for those living in close proximity to any applicable site location or regional centre;

- those with strong female gender representation and that improve gender equality, actively promote women and seek to address overrepresentation of women in departures and gender pay equity gaps;

- those that initiate procurement activities aimed at improving the lives of people with disability or who are otherwise disadvantaged; and

- those that adopt and adhere to policies similar to those detailed in Emeco's Diversity Policy Statement.

3.8 Management Commitment

Suppliers who work with Emeco are required to share our commitment to the principles raised in this Code by adopting and promoting the commitments in the Code and encouraging their subcontractors to do the same.

Suppliers are required to actively and continually monitor and manage their operations and their supply chains to identify and address risks to complying with this Code, including by adopting similar principles to those set out in the Code with their own suppliers.

Suppliers must implement a system of training for its personnel to ensure compliance with this Code and provide to Emeco a record of all training offered and completed upon request.

4 Compliance with this Code

4.1 Notification

If a Supplier becomes aware or reasonably suspects that it (or one of its related entities or sub-contractors) is not, or in the future will not, be in compliance with this Code, it must notify Emeco as soon as practicable.

Such notification may be made by the Supplier by email to corporate@emecogroup.com.au addressed to the General Manager (Supply).

A Supplier or an employee of a Supplier is also eligible to make a report under Emeco's Whistleblower Policy in respect of conduct it suspects on reasonable grounds concerns misconduct, or an improper state of affairs or circumstances, in relation to Emeco. A copy of the Whistleblower Policy is available on Emeco's website.

Reports under the Whistleblower Policy may be made in accordance with the Policy, including via Stopline. Stopline is a confidential, independent provider of whistleblowing services and may be contacted by:

Telephone (24 hours) Toll Free: 1300 304 550

Website & Online Reporting Form: https://emecogroup.stoplinereport.com

Facsimile: Emeco Group c/o Stopline +61 3 9882 4480

Email: emecogroup@stopline.com.au

Mail: Emeco Group, c/o Stopline, Locked Bag 8, Hawthorn, Vic 3122

APP: Stopline 365 (free download from the Apple iTunes store and Google Play)

4.2 Right to investigate

Emeco reserves the right to require Suppliers to complete self-assessments and other questionnaires, disclose relevant policies or procedures or to be subject to audits or evaluations by Emeco or third parties to confirm that a Supplier is in compliance with this Code.

Emeco reserves the right to request and receive additional information from the Supplier with regard to its management of conduct the subject of this Code and the Supplier must cooperate openly and honestly and in a timely manner with any such request.

In particular, Emeco may require its Suppliers to:

- provide a complete set of comprehensive and accurate records to trace the supply chain of all goods and services supplied to Emeco; and
- provide information regarding relevant supply chain policies and practices, conditions or risks and how such conditions or risks are being prevented or addressed.

4.3 Processes

To ensure compliance with this Code, Suppliers must develop and maintain processes and procedures to identify, manage and control relevant risks of non-compliance. This should include providing workers with adequate training and learning opportunities to perform their duties and comply with the requirements of this Code.

4.4 Effect of non-compliance

If a Supplier does not meet or exceed the standards and requirements detailed in this Code or if Emeco (acting reasonably) considers that the Supplier has a high risk or likelihood of not meeting or exceeding the standards or requirements detailed in this Code, Emeco may elect (without limitation) to:

- require the Supplier to provide further information or clarification;
- where it is considered by Emeco to be appropriate to do so, undertake independent investigation or audit of a Supplier (and its supply chains and subcontractors);
- require additional assurances from the Supplier;
- require the Supplier to implement processes and procedures to ensure future compliance;
- require the Supplier to communicate the requirements of the Code to its supply chain and subcontractors and monitor supplier compliance with the Code;
- require the Supplier to rectify any default so that it does meet or exceed the standards (and, if it does not do so in a timely manner, suspend or terminate the supply arrangement);
- limit the scope or services to be provided by the Supplier; or
- choose not to engage the Supplier.

Suppliers are required to provide any requested information to Emeco in an open, honest, complete and timely manner. If Emeco elects to conduct any investigation or audit, the Supplier must provide all reasonable assistance to assist and facilitate such investigation or audit including by enabling access by Emeco or third party investigators and auditors to that Supplier's premises and to interview workers without restriction or retaliation.

If Emeco requires that a Supplier take action under this section (including to ensure that the Supplier meets or exceeds the standards detailed in this Code), the Supplier must complete such action in a timely manner at the Supplier’s cost.

The rights of Emeco under this section are in addition to any contractual rights Emeco may have under any contract entered into by Emeco and the Supplier or any rights or obligations at law.

5 Code Review

This Code will be reviewed regularly having regard to the changing circumstances of Emeco to ensure it meets best practice.

6 Questions

If Suppliers have any comments or views concerning the operation or effectiveness of this Code, they should be communicated to the General Manager (Supply).