

# Supplier Code of Conduct

## Our expectations

We are committed to sustainable and inclusive procurement that delivers for Christchurch and our citizens. This Supplier Code of Conduct outlines the expectations we have of the suppliers we team up with to achieve this vision.

We have the following expectations of all suppliers, including their parent, subsidiaries, affiliates and subcontractors, who provide products or services to us.

### Ethical behaviour

#### We expect our suppliers to:

- manage their activities, and conduct themselves, with integrity and in accordance with applicable laws, regulations and ethical standards
- not engage in any form of corruption
- be transparent about their ethical policies and practices.

### Labour and human rights

#### We expect our suppliers to:

- adhere to international human rights standards in their workplace and monitor and address these standards within their supply chain
- comply with New Zealand employment standards and maintain a workplace that is free from unlawful discrimination.

### Health, safety and security

#### We expect our suppliers to:

- comply with workplace health and safety laws and regulations and maintain healthy and safe work environments
- comply with our pre-qualification process and health and safety audits and requirements
- comply with any security requirements we notify them of
- adequately protect any information, assets, tools and materials we provide and return these promptly when requested.

### Environmental sustainability

We encourage suppliers to establish environmentally responsible business practices and proactively improve their environmental performance.

#### We expect our suppliers to:

- conduct their business in accordance with applicable laws, regulations and standards regarding the mitigation of impacts on, and protection of, the environment
- work to improve their environmental sustainability and reduce their environmental impacts.

### Corporate social responsibility

We encourage our suppliers to be good corporate citizens and contribute positively to our communities.

#### Some positive things suppliers could do include:

- pay their subcontractors promptly
- seek to engage subcontractors or businesses from the Christchurch region as part of your supply chain
- support the living wage for all employees working on Council contracts
- consciously seek to support or provide meaningful benefit to socially disadvantaged groups, to the Christchurch region and/or its communities as a normal part of your day-to-day business approach.