

TASMANIAN INDEPENDENT RETAILERS ISLAND FRESH PRODUCE

CG09.2 – Ethical Sourcing Standard

1 Purpose

Tasmanian Independent Retailers (TIR) is committed to upholding the human rights of our employees and the rights of all workers in our supply chain. To support this commitment, TIR will implement and maintain an Ethical Sourcing Standard that integrates our social and environmental responsibilities.

At TIR we believe that when people are treated with respect, work in decent conditions and earn fair rates of pay, both they and their companies benefit from increased engagement and productivity. Ultimately, our members, and customers also benefit from better quality, better value products and from having their ethical sourcing expectations met. This is fundamental to our business sustainability plans.

2 Scope

This Standard applies to all stages of our supply chain. It is the supplier's responsibility to achieve, maintain and demonstrate compliance to TIRs Ethical Sourcing Standard, and ensure ethical sourcing practices in their own supply chains.

Where possible, TIR will support our suppliers to ensure compliance with this Standard. If suppliers do not comply with our Ethical Sourcing Standard, TIR reserves the right to act if required, which may involve cancelling contracts or ceasing to deal with Suppliers. In support of this Standard, Suppliers may be asked to complete a Due Diligence Supplier Questionnaire.

3 Our Expectations

TIR Ethical Sourcing Standard sets the minimum standards to be met as a Supplier of goods and services to TIR. In addition, Suppliers are required to meet all local, country of operation and international laws regarding labour standards, health and safety, and the environment. We also expect our Suppliers to adopt a similar approach in dealing with their own suppliers.

In complying with this Standard, TIR expects its Suppliers to:

- Uphold human rights and ethical practices throughout its supply chain and operations
- Implement monitoring systems to assess ethical sourcing compliance, with a focus on continual improvement
- Communicate and extend the requirements of this Standard to its own suppliers including sub-contractors and other third parties (where reasonably practicable)
- Ensure that corrective action is taken as a priority to rectify any breach of this Standard.

4 Ethical Standards

TIR expects that our Suppliers shall support socially responsible working conditions by:

4.1 Modern Slavery

- Supporting and respecting the protection of internationally proclaimed human rights
- Ensuring they are not complicit in human rights abuses
- Not using any type of forced, bonded or indentured labour

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- Adhering to all applicable laws regarding working hours, wages, social security payments and overtime payments
 - Not using child labour, whereby 'child labour' is defined as any work by a child or young person, which does not comply with the provisions of the relevant International Labour Organisation (ILO) standards, and any work that is likely to interfere with that person's education, or be harmful to that person's health or mental, spiritual, moral, or social development.

4.2 Safe Working Conditions

- Providing a safe and hygienic working environment that is without risk to health, taking into consideration knowledge of the relevant industry and specific hazards
- Not using harsh or inhumane treatment of workers such as threat of, or other forms of mental or physical coercion as a form of discipline.

4.3 Discrimination

- Providing a workplace free from harassment, including sexual, verbal, and physical behaviour that creates an offensive, hostile or intimidating environment
- Not discriminating based on a person's race, sex, age, nationality, marital status, religion, ethnic origin or any other legally protected status.

4.4 Environmental

- Complying with all applicable laws and regulations relating to the environmental impact of their business
- Conducting business in a manner which proactively embraces sustainability and reduces environmental impacts resulting from their facilities or operations (e.g., water, waste, energy use)
- Not use harmful materials, substances or chemicals that create or could result in unacceptable risk or threat to health or the environment (in production, use or disposal).

4.5 Business Integrity

- Engaging ethically in all transactions and providing transparent documentation and records
- Not participating in bribes, favours, benefits or other similar unlawful or improper payments, in cash or in kind, whether given to obtain business or otherwise.

4.6 Grievance Mechanisms and Remediation

- Providing appropriate channels for worker to communicate grievances, and these channels are to be effectively communicated (for example, in spoken languages, in physical and electronic forms).
- Protecting whistle-blower confidentiality and prohibiting retaliation against workers who report workplace grievances.

5 TIR Grievance Mechanisms

TIR supports open and transparent working relationships, where concerns can be safely voiced. We encourage all our stakeholders to raise concerns where they observe or suspect adverse impacts on people, communities, or environment within TIR's supply chain.

All concerns raised are assessed to determine how they should be investigated.

5.1 Avenues for Reporting

To make a Business Conduct report to TIR, you need to make a direct report to an eligible recipient called Business Conduct Report Officer (BCRO). At TIR we have identified the following roles as BCROs:

- Chief Executive Officer

- Head of People and Culture
- Chair of the Board.

You can contact a BCRO through the following reporting avenues:

By phone	03 6391 0200
In writing	Tasmanian Independent Retailers 8 Translink Avenue Western Junction Tas 7212
By email	SpeakUp@igatas.com.au . This email account is monitored by the Head of People and Culture.

Changes, Linked Documents, Authorisation, Effective & Evaluation Dates	
Linked Documents	<ul style="list-style-type: none"> ▪ CG02 Code of Conduct ▪ CG09 Modern Slavery Policy ▪ CG10 Business Conduct Policy ▪ CG11 Procurement Policy
Document Changes	This document may be rescinded, changed or replaced at any time at the absolute discretion of the TIR Board, CEO or authorised delegate.
Authorisations	Chief Executive Officer TIR Board of Directors
Prior Relevant Documents	This policy supersedes any prior Ethical Sourcing policy, verbal or written.
Effective Date	V1: April 2023
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