

SUPPLIER CODE OF CONDUCT

1. PURPOSE

The purpose of this Supplier Code of Conduct (the Code) is to establish the minimum set of expectations and behaviours for doing business with Team Medical.

Our suppliers are our partners in delivering the best outcomes, whilst upholding Team Medical values.

Team Medical is committed to the highest standards of conduct and ethical behaviour in all our business dealings, and to encouraging and supporting a culture of honest and ethical behaviour and corporate compliance.

This Code outlines the ethical standards and behaviours we expect from our suppliers.

2. SCOPE

This Code applies to suppliers of goods and services to Team Medical.

Team Medical may unilaterally introduce, vary, remove, or replace this Code at any time.

3. WE ARE COMMITTED TO THE HIGHEST ETHICAL STANDARDS

When conducting business with Team Medical you can expect that we will:

- Comply with applicable laws, regulations, policies, and procedures
- Act with integrity and openness
- Demonstrate fairness and transparency in our dealings with individuals and organisations
- Disclose any perceived or real conflicts of interest
- Encourage fair and open competition while seeking value for money and innovative solutions
- Adopt procurement processes to make it easy to do business
- Publish details of contracts awarded as required by legislation
- Protect and prevent the release of commercial-in-confidence information
- Not seek, or accept, any financial or non-financial benefits from potential, current, or past suppliers
- Respond to reasonable requests for advice and information, including tender debriefings, supply chain surveys, human rights surveys, and ethical sourcing of products surveys
- Investigate complaints.

4. WE EXPECT OUR SUPPLIERS AND THEIR SUPPLY CHAINS TO COMMIT TO THE HIGHEST ETHICAL STANDARDS

When conducting business with Team Medical we expect that you will:

- Comply with applicable laws, regulations, policies, procedures and good business practices
- Ensure third parties acting on your behalf comply with this Code
- Act with integrity and openness

- Conduct business in an ethical and safe manner
- Disclose any perceived or real conflicts of interest
- Not discuss or disclose dealings with Team Medical to the third parties without approval
- Pay your suppliers/contractors on time
- Protect and prevent the release of commercial-in-confidence information
- Ensure the security and proper use of government information, assets, and materials
- Not offer Team Medical employees/contractors any financial or non-financial benefits
- Respond to reasonable requests for advice and information, including tender debriefings, supply chain surveys, human rights surveys, and ethical sourcing of products surveys
- Report breaches of this Code to Team Medical.

5. IMPLICATIONS OF NON-COMPLIANCE WITH THIS CODE

Suppliers should be aware that non-compliance with this Code when doing business with Team Medical, or demonstrated corrupt or unethical conduct, could lead to:

- Termination of contracts
- Loss of future work
- Loss of reputation
- Investigation for corruption
- Matter referred for criminal investigation
- Suspension or removal from prequalification schemes and panel arrangements

6. MORE INFORMATION

6.1. Gifts, hospitality, and other benefits

Suppliers must not at any time offer or provide any financial or non-financial benefits to Team Medical employees/contractors with the intention to influence decisions.

Team Medical employees/contractors are not permitted to request financial or non-financial benefits and are expected to decline such offers where the intention is to influence decisions.

6.2. Conflicts of Interest

Conflicts of interest, whether real or perceived, must be immediately reported to Team Medical.

A conflict of interest can arise when a person's business and private interests intersect.

Private interests can include a person's own professional and financial interests, as well as past and present associations with other individuals, groups, or family.

6.3. Confidentiality and intellectual property rights

Information provided by or collected from Team Medical is provided on a confidential basis, unless otherwise explicitly indicated, or the information is already in the public domain.

Team Medical and our suppliers will respect and honour each other's confidentiality and intellectual property rights.

6.4. Environmental sustainability

We expect our suppliers to minimise the environmental impact of their operations and maintain environmentally responsible policies and practices. Suppliers must comply with local and national environmental laws and regulations.

6.5. Sponsorship

Any sponsorship arrangement must be open and transparent and should not create any perception that will improperly influence the decision making of Team Medical.

6.6. Sanctions

Team Medical will not knowingly engage with suppliers that are, or are associated with, persons or entities that are subject to sanctions in Australia, or sanctions that apply to the country where the supplier is located.

A supplier must immediately report to Team Medical if they or any of their affiliates are subject to sanctions in any jurisdiction.

6.7. Ethical Behaviour

Team Medical expects our suppliers and their workers to act in a manner that is consistent with the principles set out in Team Medical's Ethical Code of Conduct.

Suppliers should keep accurate records at all times and in compliance with applicable legal and regulatory requirements.

6.8. Labour and Human Rights

We expect our suppliers to provide a fair and ethical workplace free from workplace bullying, harassment, victimisation, and abuse.

Our suppliers are expected to make all reasonable efforts to ensure that businesses within their supply chain are not engaged in, or complicit with, human rights abuses, such as forced or child labour.

6.9. Workplace Health and Safety

We expect our suppliers to provide a safe work environment and integrate sound health and safety management practices into their business.

Suppliers must comply with all applicable laws and regulations relating to workplace health and safety.

6.10. Quality of Goods and Services

Suppliers must provide goods and services to the standard agreed with Team Medical. Suppliers are expected to provide reasonable information to Team Medical regarding their goods and services in order that Team Medical can fulfil their quality and regulatory standards and obligations.

Suppliers must have adequate security and operational procedures to mitigate the risk of product tampering and ensure the quality of their products delivered to Team Medical.

7. HOW TO REPORT WRONGDOING

If you are concerned about a possible breach of this Code, you should report this directly to Team Medical.

8. OTHER POLICIES

Other relevant Team Medical policies and codes include:

- Ethical Code of Conduct
- Anti-bribery Policy
- Whistleblowing Policy
- Anti-Bullying & Anti-Harassment Policy
- Equal Employment Opportunity & Anti-Discrimination Policy
- Modern Slavery Policy

9. TERMS AND DEFINITIONS

Board	Board of Directors
Code	This Supplier Code of Conduct

10. DOCUMENT CHANGE CONTROL

Version	Date	Description
1.0	03/04/24	First version

11. AUTHORISATION

Next Review Date	April 2028	
Owner	General Manager	
Authorisation	General Manager	
Date of Adoption	08/04/2024	
Further Information	TMS Contact(s):	CEO General Manager