

Overview

This Supplier Code of Conduct (**Code**) sets out the minimum standards of behaviour and performance expected of all suppliers engaged by Council. Suppliers must comply with this Code and promote its principles within their operations and supply chains.

Application

This Code applies to all suppliers providing goods and/or services to Council. It operates in conjunction with Council's Standard Terms and Conditions, policies, procurement conditions and any other agreements between Council and the supplier.

Suppliers must take reasonable steps to ensure subcontractors, agents and affiliated entities comply with this Code.

Failure to comply with this Code may constitute a breach of contract and may result in corrective action, suspension, termination and/or impact future procurement opportunities.

Conduct

1. Professional Conduct

Suppliers must:

- Act lawfully, professionally and respectfully in dealings with Council, Councillors and the public.
- Avoid aggressive, harassing, discriminatory or disruptive behaviour.
- Comply with all applicable laws, regulations, standards and Council policies, including workplace health and safety obligations.
- Not lobby Councillors or Council officers regarding open tenders or quotes.
- Ensure employees, agents and subcontractors engaged in Council work are aware of and comply with this Code.
- Suppliers must work collaboratively with Council to resolve disputes and address community concerns promptly, professionally and in good faith.

2. Integrity and Compliance

Suppliers must:

- Disclose and appropriately manage any actual, potential or perceived conflicts of interest.
- Conduct business ethically and transparently and not engage in fraud, corruption, bribery, collusion or anti-competitive conduct.
- Support competitive local business and industry where practical.
- Protect personal, confidential and commercially sensitive information in accordance with applicable privacy laws and contractual obligations.
- Comply with all human rights, modern slavery and workplace laws, including meeting all employment obligations.
- Suppliers must comply with all applicable environmental laws and regulations, and actively manage (and where practicable, reduce) environmental impacts arising from their operations and supply chains.
- Suppliers and their employees, agents and subcontractors should not comment on Council business publicly, including on social media platforms such as Facebook, Instagram etc and ensure that to the extent you collect, handle or give access to personal information, that you comply with the Queensland Privacy Principles (QPPs) outlined within the *Queensland Information Privacy Act 2009*

Acknowledgement by Supplier

I acknowledge that I have read, understand and agree to be bound by the contents of this document.

SIGNED for and on behalf of its authorised representative:

Company Name: _____

Signature of authorised person: _____

Full name of authorised person: _____

Date: _____