

ETHICAL SOURCING POLICY April 2022

Rev 1.2

Fire Safety Equipment Pty Ltd aims to provide its customers with quality products and value for money. In today's global market, this means sourcing from a variety of locations internationally.

Fire Safety Equipment Pty Limited is committed to upholding human rights and fair working conditions. Expectations

We expect our suppliers to support the ethical standards set out in this Policy with regard to workplace safety, environment, and fair pay and employment conditions. We recognise that this may take time for some suppliers, and we are committed to working with our suppliers to implement improvement plans and help them achieve compliance.

This policy is drawn from the Ethical Trading Initiative (ETI) and International Labour Organisation (ILO) Conventions. These requirements represent minimum standards based on the principles of the United Nations Universal Declaration of Human Rights.

- **1. No forced,** bonded **or involuntary labour.** Workers will not be required to lodge deposits or identity papers with an employer and must be free to leave the work premises when a shift has ended and terminate their employment with due or reasonable notice.
- **2. Health and Safety** Suppliers shall provide a safe and hygienic work environment. They shall also provide continuous monitoring to ensure compliance with applicable legislation and registration standards. Suppliers shall ensure that personal protective safety equipment is available where required and workers are trained in its use.
- **3.** Wages and Benefits Terms and conditions of employment must be communicated clearly to all workers. Wages must be paid according to the national law or industry benchmark, whichever is the greater. Wages must be paid at regular intervals, according to national or industry benchmarks. Deductions not provided for by national laws are not permitted without the permission of the worker.

- **4. Working Hours** shall not be in excess of the limits on regular and overtime hours allowed by local and national law. Workers shall be guaranteed one day off every consecutive seven-day period. Overtime shall be voluntary.
- **5. Child Labour** must not be used and suppliers can only employ workers who meet the minimum standard as stipulated by national laws. This policy will be severely enforced.
- **6. Equal Treatment** Suppliers and their factories shall not discriminate in the hiring, compensation, access to training, promotion, termination or retirement on the basis of race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation.
- **7. Sub-Contracting and Home Working** Suppliers must have adequate processes in place for properly managing sub-contracting and home working to ensure sub-contractors do not abuse, exploit or provide unsafe working conditions for their employees.
- **8. Freedom of Association** Suppliers must ensure that their workers have the right to join or not join trade unions, workers' associations and the ability to bargain collectively. The factory must recognize the rights of union organisations to exist and to represent workers in a constructive and peaceful way.
- **9. Discipline** Physical abuse, the threat of physical abuse, sexual or other forms of harassment, verbal abuse and other types of intimidation will never be used by a supplier or factory in relation to their workers. The deduction of wages as a disciplinary measure will not be used. All disciplinary measures will be documented.

All suppliers must meet the base standards of this policy. Factory visits will be made to discuss our requirements and current adherence. Fire Safety Equipment will only work with suppliers who show a genuine commitment to ethical trading.

