

Purpose

As a vendor of Edith Cowan University, we expect our suppliers to adhere to the highest standards of ethical behaviour and compliance with all applicable laws, regulations, and policies. The following Supplier Code of Conduct (the “Code”) sets forth the minimum standards of conduct that we expect from our Suppliers, Vendors and Contractors (“Suppliers”) in connection with the performance of any work or services for Edith Cowan University.

The University’s expectation is compliance with Laws and Regulations: Suppliers must comply with all applicable laws, regulations, and industry standards, including without limitation, those related to anti-corruption, anti-bribery, labour, health and safety, and environmental protection.

Supplier Code of Conduct Principles

1. Labor / Human Rights

The Suppliers are expected to respect the rights of their employees and must comply with all applicable laws and regulations regarding labour and human rights, including without limitation, those related to child labour, forced labour and discrimination.

The University requires Suppliers to comply with the [United Nations \(UN\) Universal Declaration of Human Rights](#) and the [Modern Slavery Act 2018 \(Cth\)](#).

The University requires Suppliers to treat employees fairly and with respect and dignity by complying with the [Fair Work Act 2009 \(Cth\)](#) to provide workplace protection.

2. Diversity and Inclusion

ECU is committed to making a positive impact in our community by enabling equal opportunity, to ensure people of all genders, ages, abilities, sexualities, faith and from different cultural backgrounds feel enabled, and are supported. Refer to [ECU’s Commitment to Equality and Diversity](#). ECU will strongly preference suppliers that have similar policies.

3. Environmental Management

The University is dedicated to identifying and controlling the environmental impact of the goods and services being purchased. Refer [Tendering for Goods and Services](#). Suppliers must take reasonable steps to minimise any negative impact on the environment resulting from their operations. Suppliers, to the extent practicable, are to ensure that the goods or services being procured achieve the following environmental benefits:

- Reduce cost of waste management;
- Produce savings in consumption of energy and materials;
- Increase use of recyclable materials;
- Lower distribution costs;
- Engage in more efficient transport logistics;
- Improve the environmental image of the University among regulators and the public; and
- Assist in developing a framework for continual improvement of environmental performance.

4. Ethics and Integrity

Suppliers must:

- Conduct business with integrity, fairness and honesty and must not engage in any illegal or unethical business practices, such as bribery, fraud, or misrepresentation and must not engage in any behaviour that would create a conflict of interest or compromise Edith Cowan University's ability to conduct business in an unbiased and impartial manner.

4.1 Conflicts of Interest

The Suppliers are expected to:

- Disclose any actual, potential, or perceived conflicts of interest that they may have, or that may arise, with the University or any University individual or its representatives in relation to the provision of the proposed goods or services. Refer [Tendering for Goods and Services](#).

4.2 Gifts

The Suppliers are expected to:

- Not offer gifts to the University or any of its officers, employees, consultants, and agents that may be considered to create a conflict of interest with their participation of a University activity (e.g.) during an active tender process.
 - The gifts not to be offered involve direct deposit of funds into a bank account or monetary gifts such as cash or items easily converted to cash (e.g.) cheques, shares or money orders.

5. Work Health and Safety

The Suppliers are expected to:

- Comply with all applicable work health and safety laws and regulations and have processes in place to ensure any sub-suppliers are also compliant.
- Identify and manage WHS hazards related to the goods supplied and services performed.
- Provide their workers with any required WHS training and consult with them in relation to WHS risks.
- Undertake their work safely so we can fulfil our duty of care to Contractors under the [Work Health and Safety Act 2020 \(WA\)](#).
- Induct and inform their sub-Suppliers and employees of University requirements.
- Ensure that they understand it is their responsibility and their employees to always apply and observe relevant legislation.
- Ensure effective consultation, cooperation, and coordination of activities with Edith Cowan University where common hazards or risks apply.

Raising Concerns

Edith Cowan University's Code of Conduct described in these guidelines requires Suppliers to report / raise concerns they may have about a possible breach of the code. If Suppliers have any concerns, they are entitled to report misconduct relating to ECU, in accordance with [ECU Public Interest Disclosure and Whistleblower Protection Disclosure Guidelines](#).

Suppliers are not only required to abide by this Code of Conduct; they are expected to lodge their concerns via Lodge a Formal Complaint or Provide Feedback.