

# Supplier Code of Conduct

## Our commitment

Water Corporation is the principal supplier of water, wastewater, drainage and bulk irrigation services in Western Australia.

We are focused on creating a sustainable future and finding new ways to create value to all our Western Australian customers, as we are accountable to our sole shareholder, the Minister for Water.

This Supplier Code of Conduct outlines the ethical standards and behaviours we expect from our suppliers, their subcontractors and their supply chains.

We expect our suppliers to uphold fair labour practices, actively minimise their environmental impact, and manage data with integrity and transparency to support more sustainable and responsible supply chains. At a minimum, Water Corporation's suppliers are expected to:

- Provide a safe workplace free from bullying, harassment, and discrimination.
- Conduct themselves in a professional manner in all interactions with sub-contractors, employees and the general public.
- Reduce environmental impact from their operations.
- Prevent fraud and corruption.
- Protect both our data and their own.
- Respond honestly to surveys and questionnaires from Water Corporation and its agents.

*The expectations in this Supplier Code of Conduct must also be shared with your suppliers and subcontractors.*

## Human rights, labour rights and modern slavery

Respecting and promoting the human rights of our people, and the people in our supply chain, is important to us. Water Corporation expects our suppliers to:

- Comply with all applicable laws, regulations and internationally recognised labour right standards.
- Conduct your business ethically and safely, adopt good business practices and consider defining a minimum standard of human rights.
- Treat all workers fairly and respectfully.
- Ensure no forced labour, bonded labour, human trafficking or child labour is used (directly or indirectly).
- Respect human rights and local communities.
- Allow workers the right to freedom of association.
- Ensure conditions of work are clearly communicated to workers.
- Ensure freedom of movement for workers is not restricted, including by not retaining original identity and visa documents nor requiring workers to pay recruitment fees.
- Take reasonable steps to identify modern slavery risks and incidents within their supply chains. If a modern slavery related incident is identified, ensure that it is appropriately assessed and addressed and notify Water Corporation.

## **Bullying, harassment and discrimination**

Having a workplace where the workforce is safe is important to us. Water Corporation expects our suppliers to:

- Create a workplace free from bullying, harassment, and discrimination, in which workers are not subject to threats, penalties, physical force, coercion, violence, or harsh or inhumane treatment.
- Respect diversity in all forms, including cultural, gender, age, disability, religion, ethnicity and any other protected characteristics.
- Ensure all workers are treated with dignity and fairness.

## **Safe, healthy and fair working environment**

Ensuring that your workforce (including subcontractors) have a safe, healthy and fair working environment is important to us. Water Corporation expects our suppliers to:

- Provide a safe and healthy working environment and have appropriate controls to protect employees from work-related and psychosocial hazards and anticipated dangers in the workplace.
- Ensure that working hours do not exceed the maximum working hours set by an award, enterprise agreement or legislation and all overtime is reasonable, voluntary and compensated.
- Ensure that employee pay, benefits and leave entitlements comply with laws and regulations.
- Provide employees with fair wages which allow for a decent standard of living for the employee and their family (a living wage).

## **Local communities**

Respecting the rights and cultural heritage of the traditional custodians of the land and waterways in Western Australia is important to us. Water Corporation expects our suppliers to:

- Uphold the rights of Indigenous Peoples to give or withhold informed consent prior to the commencement of any activity that may impact their rights, land, resources, territories, livelihoods, and food security.
- Maintain open and transparent communication and consultation with individuals in the community that may be adversely impacted by the supplier's activities.

## **Environmental responsibility**

Mitigating climate change and our broader impacts on nature and biodiversity is not just a strategic imperative for us, but a moral responsibility. Water Corporation expects our suppliers to:

- Comply with environmental laws and regulations and have appropriate procedures to manage environmental incidents.
- Minimise any environmental impacts and improve practices, such as by reducing emissions, improving waste and water use management practices.
- Prioritise sustainable water management, reduce pollution of waterways and protect local water sources.

## **Governance and compliance**

Acting with honesty and integrity is integral to maintaining the trust and confidence of our employees, customers, stakeholders and the community. Water Corporation expects our suppliers to:

- Follow all applicable laws and regulations.

- Avoid conflicts of interest and disclose any potential issues.
- Cooperate with audits and attain the right to audit suppliers and subcontractors who support in supplying to Water Corporation. Suppliers must maintain accurate records of audits, which must be available to Water Corporation on request.
- Maintain a process or mechanism for investigating and remedying grievances raised by stakeholders and have clear policies and processes to address complaints without prejudice.
- Ensure their suppliers and subcontractors also meet these standards.

## Transparency and anti-corruption

We are committed to conducting business with honesty and integrity and expect our suppliers to uphold the same standards. Water Corporation expects our suppliers to:

- Demonstrate ethical and accountable decision making and act with honesty and integrity in all dealings.
- Not engage in fraud, bribery, extortion, or illegal conduct.
- Report any unethical behaviour or breaches promptly.
- Only provide goods or services or commence work once a purchase order or formal agreement is in place.
- Not use gifts, hospitality or any other financial or non-financial benefits to influence business decisions.
- Request Water Corporation's permission before publishing details of any contract awards, projects or general Water Corporation information.

## Data and information security

Protecting Water Corporation's data and systems is a shared responsibility, and we expect suppliers to uphold strong cybersecurity and privacy practices. Water Corporation expects our suppliers to:

- Protect Water Corporation's data and systems.
- Report any data breaches within 24 hours.
- Follow cybersecurity and privacy best practices, including training for staff.
- Proactively manage data risks and use secure systems and encryption to safeguard sensitive information.

## Raising an issue

Suppliers must notify Water Corporation if they cannot meet the expectations within this Supplier Code of Conduct. Please notify [SupplyChainGovernance@watercorporation.com.au](mailto:SupplyChainGovernance@watercorporation.com.au) or contact us if you have any questions about this Supplier Code of Conduct.

Concerns or breaches can also be reported confidentially through Water Corporation's [Public Interest Disclosure page](#).

## Non-compliance

Water Corporation may work with suppliers to resolve issues. However, serious or repeated breaches may result in damage to the supplier relationship, investigation, termination of contracts, suspension from our panels or barred from future work.