

## BACKGROUND

At ICC Sydney, we take care in selecting suppliers of goods and services and require them to operate to recognised national and/or international standards and appropriate codes of practice. We believe acting ethically and responsibly is not only the right thing to do, but also the right thing to do for our business.

We aim to operate ICC Sydney as a world leading venue and we hold ourselves and our stakeholders to the highest possible standards. As such, the ICC Sydney Supplier Code of Conduct requires suppliers to:

- Use fair practices and treat their employees and contractors with dignity and respect
- Provide safe and healthy working conditions for their employees and contractors
- Adhere to sustainable and environmentally responsible practices in the provision of their goods and services.

While we recognise that our suppliers may establish standards on an individual basis, ICC Sydney expects its suppliers, contractors, consultants, agents and other providers of goods and services to adhere to the basic principles outlined in this Code.

Suppliers to ICC Sydney will have appropriate management systems in place and take the necessary steps to comply with this Code, including transparency concerning policies, practices and related employee awareness. We also require suppliers to hold their contractors accountable to the same standards.

## CORPORATE VALUES

ICC Sydney is committed to high standards of ethical conduct through adherence to its corporate values; Integrity + Connected + Creative = Successful.

- **Integrity** - Managed by ASM Global; a trusted organisation with an excellent reputation and respected industry experience, clients have confidence in us because we understand their needs. We are transparent, we do what we say we will do and we are known for our professionalism, skill, reliability and dependability.
- **Connected** - Connected locally, nationally and globally; we are characterised by our large and strong network and providing a platform that connects our guests to the world. We embrace diversity and we thrive on bringing together thinking from across the globe.

- **Creative** - We are problem solvers and innovators. We strive for creative solutions; we have the leadership, insight and skill to attend to each detail with world class proficiency, providing flexible options and endless opportunities for events and event organisers.
- **Successful** - Our success is that of our clients; we listen, plan, observe, anticipate and act to achieve success. We understand what it takes to deliver a successful event. We are dedicated to making every event instil pride in our clients and our city so that everybody wins.

## SUPPLIER CONDUCT PRINCIPLES

ICC Sydney suppliers are to conduct business responsibly, with integrity, honesty, and transparency, and to adhere to the following principles:

### Compliance with the law

ICC Sydney suppliers and their subcontractors must comply with applicable laws, including those related to labour, health and safety and the environment. Suppliers must inform ICC Sydney should there be any breaches, allegations of non-compliance or investigation into their business/organisation.

### Conflicts of interest

Suppliers and their subcontractors must not enter into transactions with ICC Sydney employees that create an actual or perceived conflict of interest. Suppliers must report to ICC Sydney, any situation that may appear as a conflict of interest, and to disclose if any ICC Sydney employee or professional under contract with ICC Sydney may have an interest of any kind in the supplier's business or any economic ties with the supplier.

### Gifts, benefits and hospitality

In the course of conducting our business, ICC Sydney recognises there may be occasions when it is appropriate, out of courtesy and relationship building, to give or receive small gifts of nominal value or provide and receive modest business entertainment to or from our business partners.

ICC Sydney is committed however, to conducting all business without undue influence, real or perceived. ICC Sydney's Code of Business Conduct requires ICC Sydney employees to exercise the utmost care when giving and receiving business gifts, hospitality or any other benefits. Suppliers and their subcontractors are prohibited from providing or offering gifts to ICC Sydney employees that could influence ICC Sydney's business decisions or gain an unfair advantage whether actual or perceived.

### Anti-bribery

ICC Sydney's Code of Business Conduct requires that business is conducted with honesty and integrity and in compliance with applicable laws. As such, we expect suppliers to maintain the highest standards of ethics and integrity in all business interactions.

Any form of corruption, extortion or embezzlement is strictly prohibited and may result in, or subject a supplier to, immediate termination and legal action.

Any offers or incidents of alleged bribery or corruption by a supplier or any agent operating on their behalf, however occurring, will immediately be reported to the regional ASM Global Management for determination whether the matter is required to be reported to relevant authorities or dealt with under the termination provisions of any relevant contract.

### Labour and human rights

ICC Sydney believes that workers in its supply chain deserve to be treated with dignity and respect. We consider that providing workers with core labour standards, inclusive employment, a safe and healthy working environment and practices which ensure fair treatment are fundamental human rights.

Suppliers and their subcontractors are expected to provide a fair and ethical workplace, which upholds human rights through:

- **Anti-discrimination:** Suppliers and their subcontractors are expected not to discriminate against any worker based on age, disability, ethnicity, gender, marital status, political affiliation, race, religion, sexual orientation, gender identity, union membership, or any other status protected by law, in hiring or other employment practices.
- **Freedom of association:** Suppliers and their subcontractors are expected to respect the rights of workers to associate or not associate with any group without fear of reprisal, discrimination, intimidation or harassment.
- **Employment status:** Suppliers and their subcontractors are expected to employ workers who are legally authorised to work in their location and facility and are responsible for validation of employee's eligibility to work status through appropriate documentation.
- **Involuntary and underage labour:** Suppliers and their subcontractors must not use any form of forced, bonded or indentured labour, only engage workers who are the applicable minimum legal age and ensure that all work is undertaken without coercion.

- **Wages, hours and benefits:** Suppliers and their subcontractors must comply with applicable legal requirements and apply sound employee practices in relation to; minimum wages, benefits, working hours and leave entitlements, superannuation and workers compensation.
- **Modern slavery:** Suppliers and their subcontractors must operate in accordance with relevant modern slavery legislation and to proactively identify, address and - where required by legislation - report on risks of modern slavery practices in their own business operations and through their supply chains.

### Health, safety and wellbeing

ICC Sydney considers the health, safety and wellbeing of its employees and visitors of the utmost importance.

Suppliers and their contractors are required to provide a healthy and safe work environment and comply with all applicable laws relating to work health and safety. This includes identifying and managing occupational health and safety hazards, consulting with workers in relation to work health and safety matters and providing workers with job related training to minimise work related illness and/or injury.

COVID-19 Safety Plans provide clear direction on how businesses fulfil their obligations under Public Health Orders to minimise risk of transmission of COVID-19 on their premises. ICC Sydney expects suppliers and their subcontractors that are legally required to develop a COVID-19 Safety Plan to do so and encourages other businesses to complete a COVID-19 Safety Plan voluntarily.

### Environmental sustainability

ICC Sydney is committed to minimising the impact of its operations, and those of its suppliers on the environment. Suppliers and their subcontractors must comply with all relevant laws relating to the protection of the environment.

Suppliers and their subcontractors are expected to undertake ongoing efforts to improve in minimising the environmental impacts of their activities, products and services. Examples of considerations include reducing energy and water consumption, reducing greenhouse gas emissions, reducing waste and pollution, reducing impact on biodiversity and ecosystems, and reducing the environmental impacts of products throughout their entire lifecycle.

Chemical and other materials that may pose a hazard if released to the environment are to be immediately identified to ICC Sydney and managed by the supplier to ensure safe handling, movement, storage, recycling or reuse and disposal.

**Quality and safety**

All products and services provided by a supplier or their subcontractors must meet the quality and safety standards required by applicable law and must be in line with what is defined within a prescribed scope of works or other ICC Sydney specified requirement.

**Supply chain traceability**

The supplier must disclose the primary origins (country of origin) of all products supplied to ICC Sydney. ICC Sydney reserves the right to request the supplier to create at a point of time, full supply chain traceability back to the source of origin to facilitate assessment of upstream supply chain compliance.

**Diversity in supply**

ICC Sydney aims to operate in an environment where equity and diversity are incorporated into our overall business. We support diversity in our supply chain through engaging minority-owned businesses, including, Indigenous owned businesses, enterprises that embrace gender equity and people with disability, as well as community partners.

**REPUTATION MANAGEMENT**

ICC Sydney enjoys a strong brand and is committed to the protection of its reputation. It is also committed to protecting the privacy of its team members, clients, stakeholders, artists, VIPs and visitors. As such, suppliers are required to follow ASM Global's social media policy requirements. Suppliers, whilst working onsite at the venue or not, are not permitted to take photographs or video or post any content on social media regarding the venue, ICC Sydney, contracted employees, client events or talent, which includes but is not limited to artists, VIPs and keynote speakers.

**SUPPLIER DECLARATION**

The supplier of goods or services will adhere to the principles set out in this Code. It is specifically understood by both parties that if ICC Sydney, in its sole opinion, feels the above agreed principles are violated by the supplier, ICC Sydney, in its sole discretion, reserves the right to cancel all outstanding orders and deliveries, and may terminate any relevant contract that may have been entered into between the parties.

For the avoidance of any doubt, an event of termination that occurs due to a breach of this Code, will prevail over any other contrary clause, in any other agreement between the parties.

Please acknowledge and accept the content of this Code by signing below and returning a copy to ICC Sydney.

**SUPPLIER DETAILS**

**Company name**

**ABN**

**AUTHORISED SIGNATORY**

**Name**

**Signature**

**Date**