

## **GROWER GROUP ALLIANCE INC.**

### **THIRD PARTY CODE OF CONDUCT: STATEMENT OF EXPECTATIONS**

GGA is committed to maintaining the highest standards of integrity and professionalism in all our business dealings. GGA's Third Party Code of Conduct explains the behaviour and business practices we expect from third parties with which we do business, including members, partners and other third parties (and includes any staff and subcontractors (however described) of members, partners and third parties) (**Third Parties**).

This Statement of Expectations provides a summary of GGA's Third Party Code of Conduct.

A Third Party must:

#### **1. Comply with law, contractual obligations and GGA's Third Party Code of Conduct**

Comply, and have processes in place to ensure compliance, with any relevant laws applicable to, and any contractual arrangement governing, their engagement with GGA.

#### **2. Act with integrity and not cause harm to GGA**

Act with professionalism, integrity, and honesty in conducting all activities associated with their engagement with GGA and must not engage in activities that may reasonably be considered to cause harm to GGA's reputation and must not speak on behalf of GGA unless authorised.

#### **3. Be accountable and comply with reporting requirements**

Be accountable for their actions, transparent in reporting to GGA (as required) and have controls in place to ensure information relevant to the engagement with GGA is recorded and documented accurately and maintained in accordance with good record keeping practices and appropriate security measures.

#### **4. Prevent bribery, corruption and fraud**

Not engage in corruption, bribery or fraud when working with GGA or that may imply GGA's involvement in corruption, bribery or fraud.

#### **5. Avoid or manage conflicts of interest**

Take all reasonable steps to avoid any actual, potential or perceived conflict of interest that may compromise its ability to carry out its engagement with GGA (conflict of interest), and when it becomes aware of a conflict of interest, it must promptly disclose it to GGA and take appropriate steps to mitigate or resolve it.

#### **6. Provide a safe work environment**

Provide a safe work environment and carry out their engagement with GGA in a safe manner as required by law.

#### **7. Treat individuals fairly and respectfully**

Ensure all individuals are treated in a manner that is respectful, fair and reasonable. This includes fostering a working environment which is free from discrimination, harassment and exploitation.

#### **8. Be environmentally responsible**

Carry out its activities with GGA in an environmentally responsible and sustainable manner.

## **9. Ensure proper use of GGA's property or assets**

Protect and not damage or misuse any property and assets entrusted to it by GGA and only use them in a way that is legitimate, efficient and for their proper use (or as authorised and directed by GGA).

## **10. Protect personal and confidential information**

Handle any personal information received from GGA or relating to its engagement with GGA in a manner that complies with the *Privacy Act 1988* (Cth), whether or not the Act applies to it and maintain the confidentiality of information entrusted to it by GGA, and not use it for any improper purpose, unless disclosure is expressly authorised or legally required.

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