

Australian Mining Product and Services Pty Limited

## **Self-assessment questionnaire for suppliers to companies of Australian Mining Product and Services Pty limited – Brisbane – Australia**

As virtually every other responsible company with extended international activities, the Australian Mining Product and Services Pty Limited Group has adopted a Code of Conduct, summarising important aspects of how we conduct our business. The Australian Mining Product and Services Pty Limited Code of Conduct is available from us for your reference and convenience.

**The Australian Mining Product and Services Pty Limited Code of Conduct is based on seven principles reiterated below:**

**Business at Australian Mining Product and Services Pty Limited shall be conducted in accordance with the following principles:**

- We respect the rights of the individual, act in accordance with fair business, marketing and advertising practices and are committed to continuously developing the safety and quality of our products and processes.
- We respect the rule of law, conduct our business with integrity and honesty and are accountable for our actions.
- We continuously work to reduce the negative impact of our operations on the environment and health.
- We do not engage in illegal operations or operate in the context of illegal activities.
- We do not tolerate the offering, solicitation, or acceptance of bribes.
- We are all entitled to alert the designated compliance officers if we witness any violations of laws or of this Code of Conduct.
- Australian Mining Product and Services Pty Limited listens to its stakeholders and takes their opinions into account with the objective of ensuring the sustainable success of our company.

We are committed to working with suppliers who adhere to our quality requirements and our business principles. We will strive to support positive changes as regards quality, the environment and the work environment.

Suppliers are important business partners for Australian Mining Product and Services Pty Limited and it is important for us that you share the values underpinning our Code of Conduct.



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**We would therefore appreciate your completing of the questionnaire below.**

**Please sign it and return it to your Australian Mining Product and Services Pty Limited contact within two weeks.**

If we do not receive an answer within the stated timeframe, we will consider it as if you refuse to answer. Please advise us if you are not the right person to address for this issue.

**Your answer to the questionnaire will not be divulged to any third party except as is necessary to external professionals retained by us for purposes of verification as agreed with you.**

Please tick the appropriate box below.

Where explanations are called for please feel free to make use of the space at the end of the questionnaire or add them on a separate sheet.

	Statement	Yes, I comply	No, I do not comply	Comments below
1	We are fully compliant with mandatory applicable national and applicable international laws on			
	• Competition			
	• Anti-corruption			
	• Environmental protection			
	• Labor practices (including working hours, salaries, safety at work and vacation)			
	• Anti-discrimination			
2	We are not in material breach of any other applicable laws.			
3	We have a system for managing the use, storage and disposal of hazardous materials, substances, and waste.			
4	We have in place an environmental management system, such as ISO 14001, EMAS or an equivalent system. [If other than ISO or EMAS please identify/describe your system as a "comment" below]			
5	Our environmental management system is third-party certified.			
6	Our employees are offered protective equipment and training necessary to safely perform their tasks.			
7	In our company, the minimum age for employment is not less than the age of completion of compulsory schooling and, in any case, no less than 15 years of age.			
8	We do not interfere with the workers' rights to form and join unions, or other associations of their own choosing, and to bargain collectively.			

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9	In our company, workers' representatives are not subject to discrimination and are given access to employees at the workplace.			
10	We recognize elected workers' representatives and bargain in good faith with them regarding all important workplace concerns, and honour the agreements made.			
11	We honor our agreements on employees working hours.			
12	We pay wages at agreed times and directly to the employees.			
13	We do not make deductions from wages for disciplinary measures or other deductions not authorized by law or as voluntarily agreed with the employee.			
14	We monitor suppliers, contractors, joint-venture partners, and other major business associates for commitment to environmental and social responsibility.			
15	We agree that Australian Mining Product and Services Pty Limited, through its own employees or external professional consultants retained by Australian Mining Product and Services Pty Limited, may require a review of our company to verify the correctness of the contents of this questionnaire.			
	<b>COMMENTS - please specify to which question</b>			

Please sign below and return the questionnaire to us within the next two weeks by email to:

**[purchasing@australianminingservices.com.au](mailto:purchasing@australianminingservices.com.au)**

Thank you for your cooperation.

Australian Mining Product and Services Pty Limited Engineered Systems Australia

For and on behalf of all companies of the Australian Mining Product and Services Pty Limited Group



Australian Mining Product and Services Pty Limited

The information in this questionnaire has been provided to the best of our knowledge, belief and understanding

Place..... Date.....

Name of Company.....

DUNS Number of Company (if available) .....  
ABN or ACN

Name of Signatory.....

Signature.....