

Supplier Code of Conduct

UniSuper is passionate about delivering great retirement outcomes for our members. We are also committed to maintaining the highest standards of integrity and responsibility throughout our operations and supply chain. We understand the significance of ethical conduct and social responsibility, and we strive to ensure that these principles are upheld by all our Suppliers.

Application

The Supplier Code of Conduct is a living document that may be periodically updated in alignment with industry practices and emerging legislation. UniSuper expects all Suppliers, both existing and new, to adhere to the principles outlined in the Code. Please note that specific contractual obligations or higher standards may be included in supplier contracts.

Suppliers are responsible for reading, understanding, and ensuring compliance with the Code's requirements and standards within their business and supply chains.

Laws

UniSuper expects its Suppliers to comply with all applicable local and international laws, regulations, standards, and codes of practice.

Our Values

Our values inform everything we do, from short-term actions to long-term goals. UniSuper expects that Suppliers' actions align with our values.



WE'RE BETTER TOGETHER

We know that as strong and as skilled as we may be as individuals, it's when we come together to work as one that we truly shine.



WE SHARE A PASSION FOR OUTCOMES

Each day, we strive to deliver meaningful change and positive results that benefit those inside and outside of our organisation.



WE DEMONSTRATE GENUINE CARE

Care is at the heart of everything we do. Care for our members, care for our colleagues, and care for our shared future drives us to reach our true potential.

Together with our Suppliers, we aspire to shape a world where responsible business practices lead to lasting success and a brighter future.

Labour and Human Rights

Suppliers should uphold the rights and dignity of their employees, ensuring fair and safe working conditions. This includes compliance with labour laws, prohibition of child labour and forced labour (including the Modern Slavery Act 2018), and promoting diversity, inclusion, and equal opportunity within their workforce. No tolerance should be shown for discrimination on race, gender, religion, age, disability, sexual orientation, marital status or ethnicity.

We encourage our suppliers to actively promote gender equality by fostering inclusive workplaces, striving for equal opportunities, and considering policies that support the advancement and fair treatment of all genders.

We expect Suppliers to place an emphasis on health and safety by creating a secure work environment and promote a culture of safety. We believe that prioritizing health and safety safeguards lives, and promotes responsible business practices throughout our supply chain.

UniSuper undertakes Modern Slavery Risk Assessment Surveys to selected Suppliers and across our investments on an annual basis. In an effort to demonstrate shared commitment to reducing and removing modern slavery in all aspects of activity, we expect that our Suppliers provide responses where relevant and work with us to tackle this important issue. Where modern slavery is identified, it is expected that this reported to us immediately.

Ethical Conduct

UniSuper aims to promote a supply chain that is committed to maintaining corporate governance and acting in good faith.

Suppliers should commit to conducting their business operations with the highest ethical standards. This includes promoting honesty, integrity, and transparency in all dealings with UniSuper and its members.

Suppliers must ensure appropriate industry standards, policies and practices are implemented to combat fraud, money laundering and corruption (including bribery and extortion).

Fair Business Practices

Suppliers should engage in fair and competitive business practices. This involves avoiding any anti-competitive behaviours, such as price-fixing or bid rigging, and promoting fair and transparent procurement processes.

Suppliers should disclose any potential conflicts of interest that may impact their ability to provide unbiased and objective services to UniSuper. They should avoid situations where personal interests may compromise their integrity or create an unfair advantage.

Environmental Responsibility

We prefer to work with Suppliers who align with our passion for promoting sustainable practices, responsible sourcing, and minimizing their carbon footprint. As such it's imperative that our Suppliers demonstrate a commitment to environmental sustainability by minimizing their environmental impact. This may include measures to reduce carbon emissions, promote energy efficiency, responsibly manage waste, and support sustainable sourcing practices. In addition, we expect Suppliers adhere to national environmental protection laws, regulations, and standards.

The same is expected from the Supplier's own supply chain. The Supplier should make reasonable efforts to manage and mitigate environmental risks in their supply chain.

Promoting Supplier Diversity and Social Enterprise Engagement

UniSuper is committed to promoting supplier diversity and supporting social enterprises in our supply chain. We believe that a diverse supplier base fosters innovation, drives economic growth, and contributes to a more inclusive society.

As part of our Reconciliation Action Plan, we seek to support Aboriginal and Torres Strait Islander owned businesses. We encourage our Suppliers to share in this commitment by actively engaging and partnering with diverse Suppliers, including those owned by Indigenous peoples.

In addition, UniSuper recognises the value of social enterprises in creating positive social and environmental impacts. We encourage our Suppliers to embrace and support social enterprises, integrating them into their own supply chains whenever possible.

Member Protection

UniSuper is committed to protecting the privacy and the confidentiality of all member and employee personal information. Where relevant, vendors are expected to comply with all privacy laws to maintain the security, safe handling, use and storage of all personal information.

At UniSuper our members are at the forefront of everything we do. It is therefore imperative that where the provision of goods or services is dependent on the use of members' personal information and financial data, the Supplier shall prioritise the protection and security of that information and data. They should have robust privacy and data protection measures in place to ensure confidentiality and safeguard against unauthorized access or misuse.

There may be additional requirements on the Supplier to protect UniSuper's information assets which will be detailed in a contract if required.

Continuity, Business Resilience and Information Security

Suppliers should have appropriate measures in place to ensure business continuity and resilience. This includes disaster recovery plans, cybersecurity protocols, and appropriate risk management practices to mitigate potential disruptions to UniSuper.

Suppliers should also notify UniSuper as soon as possible if there is any major disruption to their services, in circumstances the disruption directly impacts the supply of services to UniSuper's operations.

Use of Artificial Intelligence (AI)

UniSuper recognises that Suppliers may use artificial intelligence (AI), automated decision-making systems, or machine learning technologies in delivering goods or services. We expect Suppliers to use these technologies in a responsible, transparent, and ethical manner consistent with our values, including being open about how AI is used, taking appropriate steps to safeguard UniSuper and member information, and maintaining appropriate oversight to minimise risks such as bias, harm, or misuse. Suppliers are encouraged to align with any responsible AI principles or guidance shared by UniSuper, and to engage with us where there are material issues or concerns relating to the use of AI. Where appropriate, more specific requirements may be agreed as part of contractual arrangements.

How to report breaches/ concerns with the code

If Suppliers have breaches or concerns with our Code of Conduct, they are encouraged to engage in open dialogue with our Procurement team (StrategicSourcing@unisuper.com.au) to discuss the issue and seek clarification. We value feedback and are committed to addressing any legitimate concerns to ensure alignment with our shared ethical standards.