



# SUPPLIER CODE OF CONDUCT

Falcon Lease

Updated as at 1 July 2023

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## **1. Introduction**

At Falcon Lease we believe in building a truly sustainable business that not only creates economic value but does so in such a way that aims to protect our people and our planet. We are committed to working with supplies who share the same principles of sustainability and ethical behavior as we do. We aim to collaborate with our suppliers to maintain a resilient and sustainable supply chain.

This Supplier Code of Conduct outlines our minimum standards of practice we require from our suppliers, including sub-contractors, to adhere to when providing any services or goods to Falcon Lease. Falcon Lease requires our suppliers to respect and comply with this Code when conducting business.

## **2. Scope**

This Code will be communicated to all current and future suppliers. In selecting suppliers, in conjunction with selected evaluation criteria, Falcon Lease expect all suppliers to show commitment to all principles contained within the Code, and we will monitor and regularly assess the compliance of suppliers through such measures as self-assessment questionnaires and/or proof statements. Failure to respect and comply with the stipulations within this Code will directly affect the ability of suppliers to carry out business with Falcon Lease. In addition, Falcon Lease reserves the right to conduct supplier audits to verify compliance with this Code.

## **3. Non-compliance**

Falcon Lease do not wish to create any scenario within which we are unable to continue to engage in business relationships with suppliers (existing or future) and will endeavor to work with suppliers through remedial action where there are scenarios in which suppliers are not able to fulfill their obligations to meeting the standards within this Code. Where we believe our standards are not being applied effectively, Falcon Lease reserves the right to suspend supplier contracts until satisfactory progress has been made to meet the standards, and in extreme circumstances we also reserve the right to terminate a contract with any supplier who does not comply with the Code.

## **4. Reporting Concerns**

We encourage any individual or organization who wishes to raise a concern or query regarding any of our suppliers and their conformance to the Code to come forward. We expect suppliers to ensure that there will be no retaliation against any employees and subcontractors who make a report in good faith.

Reports can be made to any manager at Falcon Lease through email or telephone. Falcon Lease will treat each report with impartiality and confidentiality. Each report will be considered seriously. We expect full supplier cooperation with any such investigation.

## **5. Supplier Expectations**

### **Compliance with Laws**

All suppliers to Falcon Lease must comply with local laws and regulations within the counties in which they operate. We are committed to working with all our suppliers to implement the highest standards wherever possible.

### **Business Ethics**

Falcon Lease expects all suppliers to ensure they do not engage in any form of bribery, corruption, facilitation payments or fraud. Suppliers shall not offer any gifts or other benefits to Falcon Lease employees and/or any persons acting on behalf of Falcon Lease which are incommensurate with regular business undertakings, as this could improperly influence that employee or person.

Suppliers must compete fairly and in accordance with all applicable competition laws. They must work to avoid situations in which a conflict may occur, and should such conflict occur, they must immediately disclose this to Falcon Lease.

In conducting all activities, suppliers are expected to make appropriate use of personal data and confidential information and ensure that all intellectual property rights are respected.

### **Labour and Human Rights**

In line with our Labour and Human Rights Policies along with our Social Responsibilities, Falcon Lease expects suppliers to respect all human rights, including labour rights, throughout their business activities.

Suppliers are required to promote a fair and equitable work environment that is free from discrimination and harassment for all employees. This shall extend to ensuring terms of employment and its employment practices do not discriminate upon grounds of gender, race, and / or any other characteristic protected by applicable local law.

Suppliers must prevent all forms of modern slavery from taking place in their operations, including forced and compulsory labour, bonded labour, and human trafficking. Further, suppliers must ensure their operations are free from the exploitation of child labour. Child labour, as defined by the International Labour Organization (ILO), refers to work that is mentally, physically, socially or morally harmful to children; or work that interferes with their schooling.

Suppliers must respect the land, resource and cultural rights of local communities and indigenous groups.

### **Health, Safety and Quality**

Health and Safety is of key concern to Falcon Lease and it is imperative all of our suppliers place equal importance on maintaining the highest possible standards in relation to health and safety. Suppliers are required to prevent and manage health and safety risks associated with their activities, products and services, in line with our Health, Safety, Security and Environment Policy.

Suppliers are required to implement effective health and safety prevention and remediation policies and procedures which comply with industry, national and international standards as well as Falcon Lease's health and safety requirements. This also includes taking reasonable care to ensure all workers are protected against processes, substances and work methods which are unsafe. They must provide a safe, clean, comfortable and hygienic working environment and, if applicable, residential or overnight facilities that meet the basic needs of the workers.

### **The Environment**

We expect all suppliers in all their operations, products and services to minimise their impact on the environment, in line with the Falcon Lease Environmental Policy and CSR Policy. Suppliers must show that they are managing, measuring and minimising the environmental impact of their operations including reductions on emissions (including greenhouse gas emissions), waste, energy and water consumption.

We have a real desire to work with suppliers who are equally as committed as we are to minimizing our impact on the environment and creating a truly sustainable supply chain. We encourage conversation and education in the area of acting sustainably, and promote any conversation which may lead to genuine positive steps in our journey towards being a truly sustainable business.

## **6. Acknowledgement**

Acknowledgement of this Code is necessary in every Falcon Lease contract for supply (whether existing or new). Through the signature of the contract and acceptance of the purchase order, the supplier confirms that its operations fulfil the requirements contained in this Code.