



HUMAN RIGHTS AND SOCIAL RESPONSIBILITY POLICY

PURPOSE

SPL (Specialised Linen Services) are a market leader in the provision of quality linen services to a broad range of customers and industries, across Australia.

We endeavour to create innovative solutions that will benefit our customers, related to the use of linen in all environments through efficient, responsive, and ethical operations. In everything we do, the safety of our people, our customers and the community are our priority.

The objective of this policy is to set out the approach of our business to support human rights and the standards we set for ourselves and the people with whom we work, whilst increasing our positive social impact.

SCOPE

This policy applies to all employees, contractors and suppliers of SPL. It covers all operations, activities, and business relationships, both domestic and international. Respect for human rights is a fundamental value of SPL. We strive to respect and promote human rights in accordance with the UN Guiding Principles on Business and Human Rights and the ten Principles of the UN Global Compact in our relationships with our employees, contractors and suppliers.

POLICY

Human Rights

- Support and respect the protection of human rights as set out in the Universal Declaration of Human Rights and the ten principles of the UN Global Compact.
- Expect our employees and contractors to comply with this policy, in the context and spirit of SPL's vision and values and we seek to work with third parties who support our approach and standards; and
- Comply with applicable legislation that supports human rights wherever we operate. Where our policy goes further than local laws, we'll operate to our policy. If our policy conflicts with local law, we'll follow local law while trying as far as possible to act in accordance with the spirit of our policy.

Labour

- Respect and support the right of employees to establish, join or not join trade unions or other associations, and we recognise any local rights to collective bargaining.
- Prohibit the use of child labour, forced, bonded or compulsory labour or any form of modern slavery or exploitation in our operations.
- Are committed to being an inclusive employer, promoting and valuing diversity within our workforce, among our customers, suppliers and in the communities in which we operate; and
- Are committed to providing a fair, safe and healthy working environment for our employees that is free from unlawful discrimination, harassment, bullying or victimisation.

Environment

- Conduct business in a manner that positively contributes to the sustainability of our industry, our environment and our community; and
- Care about the way our suppliers do business and work with them to continuously improve, by ensuring our contracts outline our expectations of labour and human rights, as well as health and safety, environment, ethical behaviour and diversity.

Anti-Corruption

- Do not tolerate bribery and corruption in any form, including, pay-offs, facilitation payments, secret, unjustified or inflated commissions, kickbacks and any like payments.

Law

- Observe all relevant state and national laws and where international human rights standards

differ, we will follow the higher standard; where they are in conflict, we will adhere to state or national law, while seeking ways to respect international human rights to the greatest extent possible.

Guidance, Training and Reporting for Employees

- Will strive to create workplaces in which open and honest communication amongst employees is valued and respected.
- Are committed to comply with applicable labour and employment laws wherever we operate.
- Will ensure employees are aware of our commitment to human rights through employee communication channels and training programs.
- Encourages employees, contractors and third parties to report any concerns or suspected instances of modern slavery through management or the Speak Up Policy, without fear of negative consequences.
- Will work with any employee who believes a conflict arises between the language of the policy and the laws, customs and practices of the place where the employee works, or who has questions about this policy or would like to confidentially report a potential violation of this policy.
- Support any employee who reports suspected policy violations.

Due Diligence, Monitoring and Reporting

- Our due diligence and risk assessment processes will consider human rights related risks where appropriate.
- Will report on our performance annually, sufficient to meet legal, regulatory and voluntary commitments.
- Will complete an annual Modern Slavery Statement in accordance with the Modern Slavery Act 2018 (Cth).
- Will support continuous improvement and collaboration with suppliers to identify, mitigate and/or address modern slavery risks.

Breach of Policy

- Support the reporting of behaviour, which is believed to be inconsistent with this policy, by speaking to a senior manager or using our Speak Up Policy.
- Will hold employees accountable for compliance and in cases of non-compliance may use disciplinary action including termination of your employment or engagement. If you break the law, you may also be personally liable to prosecution.

Authorised by



Andrew Robson
CEO

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