

Ethical and Responsible Supply Policy

Multi Services Solutions Group (MSSG) and its subsidiaries entities is committed conducting business in an ethical and responsible manner. This Supply Policy outlines our expectations and requirements for suppliers to maintain a sustainable and responsible supply chain.

1. Policy Requirements

All suppliers are required to agree to the principles in the MSSG Ethical & Responsible Supply Policy and as set out in their Trading Agreement with MSSG. MSS utilises the Rapid online portal for the secure exchange of ethical, health and safety, and compliance data with our Suppliers. Suppliers must complete Rapid Induct online compliance training and acknowledgements as directed by MSSG. If suppliers are unable to demonstrate compliance with the MSSG Ethical & Responsible Supply Policy, MSSG reserves the right to terminate the Trading Agreement.

2. Compliance with Laws and Regulations

Suppliers must comply with all applicable local, national, and international laws and regulations. This includes but is not limited to environmental, labour, health, and safety standards.

3. Wages and Work Conditions

Ensure that wages and conditions applied comply with all relevant legislation and Fair Work Act 2009 (Cth) requirements. Ensure that all workers are provided with written and understandable information about their wages including the particulars of their wages for the pay period concerned each time that they are paid. Wage payments shall be made at regular intervals and directly to workers, in accordance with national laws, and shall not be delayed, deferred, or withheld. Clear and transparent information shall be provided to workers about hours worked, rates of pay, superannuation, and the calculation of legal deductions. All workers must retain full and complete control over their earnings.

4. Ethical Business Practices

We expect our suppliers to uphold the highest ethical standards. This includes transparency, honesty, and integrity in all business dealings. Suppliers should avoid engaging in corrupt practices, bribery, or any form of unethical behaviour. Suppliers must adhere to fair labour practices, ensuring that their employees are treated with fairness, dignity and respect. This includes providing fair wages, safe working conditions, and prohibiting any form of forced or child labour. Suppliers must ensure workers are legally authorised to work, including all workers who are not Australian or New Zealand citizens have a Visa Entitlement and Supplier must complete a Verification Online (VEVO) check prior to employment of workers engaged to work on MSSG sites. Where subcontracting of recruitment and hiring is necessary, suppliers shall ensure that the labour agencies they engage operate legally, are certified or licensed by the competent authority, and do not engage in fraudulent behaviour that places workers at risk of forced labour or trafficking for labour exploitation.

5. Health and Safety

The workplace shall maintained to minimise accidents and injury to health from occurring.

- Companies shall comply with all applicable laws and regulations concerning fire codes and standards and ensure all applicable fire equipment is properly maintained.
- Companies must complete MSSG compliance, site and health and safety inductions as directed by MSSG, including Rapid Induct online compliance materials.
- Plant and systems of work which are safe and without risk to health will be provided.
- Suppliers will provide workers with a safe and clean working environment taking into consideration the prevailing knowledge of the industry and of any specific hazards.

- Workers must receive adequate, recorded training to perform their jobs in a safe manner.
- Personal protective equipment must be supplied, and workers trained in its use.
- Safeguards on machinery must meet regulations or exceed local laws.
- In Australia, minimum legal requirements of Workers Compensation insurance must be maintained whilst engaged in Trade Agreement with MSSG, and certificates of currency to be provided to MSSG and uploaded to the MSSG Rapid compliance portal. (Sole traders and/or working directors must adhere to their respective state legislation requirements regarding workers compensation insurance and minimum personal injury insurance requirements.)

6. Environmental Responsibility

Suppliers must comply with local and national environmental laws and regulations. Suppliers must comply with MSSG site management practises and ensure that activities are managed in a manner that facilitates the ongoing minimisation of environmental harm. We encourage suppliers to adopt environmentally sustainable practices. This includes minimizing waste, conserving energy, and complying with relevant environmental regulations. We aim to work with suppliers who share our commitment to reducing the environmental impact of our supply chain.

7. Sub-contracting

Sub-contracting must be at the written approval of MSSG and documented for review by MSSG, including but not limited to records of subcontractors' names and locations. Suppliers must have adequate policies and processes in place for properly managing subcontracting, to ensure that sub-contractors operate in accordance with applicable laws, regulations and the MSSG Ethical & Responsible Supply Policy.

8. Continuous Improvement

We recognise that achieving ethical and responsible practices is an ongoing process. Suppliers are encouraged to continuously improve their processes and engage in open communication with MSS Group to address any concerns or areas for improvement.

9. Monitoring and Evaluation

MSSG reserves the right to monitor and evaluate supplier compliance with this policy. We may conduct audits, request information, or take any necessary actions to ensure that our suppliers uphold the standards outlined in this policy.

10. Non-Compliance Consequences

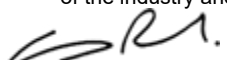
Failure to comply with this Supply Policy may result in termination of the supplier relationship. We believe that only by working together with responsible suppliers can we achieve our shared goals of ethical and sustainable business practices.

By adhering to this Supply Policy, MSSG and its suppliers contribute to a supply chain that promotes ethical and responsible business practices. By complying with this policy, we build reputation and secure the trust of our stakeholders and maximise long term value for our shareholders and the broader community. MSS Group expects suppliers to either adopt this policy in full themselves or have a similar policy of their own.

MSS Group reserves its right to not continue to purchase goods or services from any supplier that is found to be in breach of this policy. MSSG reserves the right to update or modify this Supply Policy as needed.

Related Documents

MSSG-POL – Modern Slavery Anti-slavery policy
MSSG-PRO-012-Contractor Management Procedure



CHRIS RUSSELL
Chief Executive Officer
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