

Supplier code of conduct

Hamilton City Council is committed to upholding the highest standards of social and environmental responsibility and ethical conduct. We strive to be a sustainable, inclusive local government body that delivers for our city and its people.

This code of conduct outlines the expectations we have of our suppliers throughout their operations and in those of their supply chain.

Health, safety and security

Our suppliers must ensure health, safety and security.

We require our suppliers to:

- Comply with workplace health and safety laws and regulations, and maintain healthy and safe work environments.
- Ensure a safe working environment for all employees, visitors, and third parties.
- Manage and mitigate risk, and ensure all employees and contractors have appropriate training in safe work practices.
- Follow any security instructions given by Council, and make sure everyone working for the supplier follows Council's health and safety rules when on Council property.

Community social responsibility


We encourage our suppliers to be good corporate citizens and contribute positively to their communities.

We expect our suppliers to:

- Pay their subcontractors promptly.
- Consider including local and Maaori businesses to deliver the contract.
- Assist Council in delivering on our purpose to improve the social, cultural, environmental, and economic wellbeing of Hamiltonians.

 HamiltonCityCouncil

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**Hamilton
City Council**
Te kaunihera o Kirikiriroa

Ethical behaviour

Our suppliers must be ethical in their business, and comply with all laws and regulations.

We require our suppliers to:

- Act with honesty and integrity, and in accordance with applicable laws, regulations and ethical standards.
- Not engage in any corruption, bribery, fraud, or anti-competitive behaviour.
- Declare any actual, perceived, or potential conflicts of interest.
- Disclose all and any information in respect of their products and services.
- Be fully transparent and demonstrate compliance.

Human rights, labour and workplace conditions

Our suppliers must comply with all international standards for human rights.

We require our suppliers to:

- Adhere to international human rights standards in the workplaces of any international suppliers in their supply chain, and monitor and address these standards within their supply chain.
- Respect the labour rights of their employees in the workplace, comply with all New Zealand employment standards, and maintain a workplace that is free from unlawful discrimination, bullying, and involuntary labour.

Environmental sustainability

We encourage our suppliers to establish environmentally responsible business practices and proactively improve their environmental performance.

We require our suppliers to:

- Conduct their business in accordance with applicable laws, regulations and standards regarding the mitigation of impacts on, and protection of, the environment.
- Maintain environmental management systems and policies.
- Work actively to improve their environmental sustainability and reduce their environmental impacts.
- Maximise the use of resources to minimise waste and pollution.