



agri-nutrients
Ballance

Together,
Creating the Best
Soil and Feed on Earth

Supplier Code of Conduct

September 2021



Ballance Agri-Nutrients Limited is a New Zealand farmer-owned co-operative. We are proud to work together with our farmers and growers to farm more productively, profitably, and sustainably.

Our purpose reinforces our Code

The Ballance Group (“Ballance”), including its 100% owned subsidiaries is committed to conducting business in a manner consistent with our purpose “Together, creating the best soil and food on earth” and values, and in compliance with all applicable laws, regulations, and internationally recognised standards.

This commitment extends to our supply chain by sourcing products and services from suppliers who provide safe working conditions, treat workers with respect and dignity and who conduct business in an environmentally and socially responsible manner.

Ballance’s Supplier Code of Conduct (“Code”) establishes clear expectations of all our suppliers regarding their ethical, social, and environmental business responsibilities.

The Code provides a framework for meaningful and collaborative supply chain partnerships which work to enhance our communities, increase efficiency, and reduce our environmental and social impacts.

Living into our values

We are always looking towards the future, solving challenges alongside our suppliers and customers, and leading the way sustainably with clever science. The strength of our successful co-operative lies in the relationships we have with our suppliers and partners, which allow us to better serve our customers and communities.

We are proud of our values which are at the core of how we work and hold ourselves to account. **Our way of working extends to building and maintaining strong, collaborative partnerships with suppliers whose values align with ours:**



So we embrace challenges to create a positive impact



— GROUNDS US —

So we share our views and welcome tough conversations



— SUPPORT US —

So we nurture strong and caring relationships



So we move forward with open minds and fresh perspectives

Scope

Our Code aligns with best practice principles from OECD Guidelines for Responsible Business Conduct, International Labour Organisation (ILO) and draws from United Nations Sustainable Development Goals (UNSDG).

Our Code is encompassed under four themes:

- People & Community
- Ethical Business
- Safety & Wellbeing
- Environmental Sustainability

Implementation

We recognise the importance of transparency, collaboration, and continuous improvement and where possible Ballance will support our suppliers to work towards practices as outlined in this Code.

Our Code is applicable to our suppliers, including their parent company, subsidiaries, affiliates, and subcontractor companies providing goods or services to Ballance.

When conducting business with Ballance, in addition to complying with all applicable laws and regulations, our Terms & Conditions and relevant contract terms we have clear expectations of our suppliers.

We expect our suppliers to:

- ✓ Meet the minimum standards outlined in the Code. Where any standards are not met, suppliers must establish clear goals toward meeting the standards within an agreed time frame.
- ✓ Actively review, monitor, and modify management processes and business operations to ensure corrective actions are put in place where needed.
- ✓ Work with us collaboratively to share, listen and learn from each other to create mutually beneficial outcomes.
- ✓ Communicate this Code to their representatives, ensuring understanding and adherence, and taking appropriate action to address non-adherence.

We encourage our suppliers to:

- Operate with a philosophy of continuous improvement towards best practice standards, as identified under the "Encourage" heading throughout this Code.

Due diligence

A supplier's written acknowledgement of this Code will be considered as part of the due diligence Ballance undertakes in qualifying new suppliers, ongoing supplier relationships, and in awarding new business contracts. Ballance may request documentation from its suppliers or other third parties that demonstrates adherence to this Code.

Routine due diligence:

- Annual Ballance and supplier review meeting
- Annual written supplier declaration of adherence with our Code
- 2 yearly verification of compliance through questionnaire and/or site and facility audits conducted by Ballance or third party
- Other measures as agreed with individual suppliers

Our Code:

People and Community

We **expect** our suppliers to:

- ✓ Comply with regulatory and statutory requirements of employment, human rights, discrimination, harassment, equal opportunities, and ILO global labour standards.
- ✓ Respect human rights and ensure no employee suffers harassment, physical, mental, or other forms of abuse.
- ✓ Ensure the wellbeing of employees by complying with local legal requirements on working hours, including minimum wage, overtime, and maximum hours.
- ✓ Practice and promote equality by the equitable treatment of employees regardless of gender, age, race, ethnicity, religion, disability, or other distinguishing characteristics.
- ✓ Not use forced, compulsory or child labour, and to ensure that employees are employed voluntarily and of their own free will.

We **encourage** our suppliers to:

- Contribute to the communities they live and operate in by empowering community aspirations and achievements, supporting safe and healthy communities, and enabling neighbourhood solutions.
- Value and promote workplace diversity and inclusion.
- Pay their employees, as a minimum, a living wage.

Ethical Business

We **expect** our suppliers to:

- ✓ Operate with integrity and comply with all applicable laws, regulations and ethical standards of all the countries where they are doing business, including competition and fair-trading laws, insider trading laws, data privacy laws, environmental laws and regulations and anti-corruption laws.
- ✓ Not engage in corruption including bribery, extortion, money laundering or other illegal or unethical activities.
- ✓ Be straight up and transparent about their practices.

We **encourage** our suppliers to:

- Apply the requirements of the countries in which they operate to the highest standard of ethical obligation.

Safety & Wellbeing

We **expect** our suppliers to:

- ✓ Comply with health and safety obligations, all applicable laws, regulations and standards in the countries where they do business.
- ✓ Have a robust operational risk management framework to ensure that members of their team, the public and community are not harmed through their business operations.
- ✓ Create workplaces that enable “safe work” and protect workers from any health impacts arising from their work and promote mental wellbeing.

We **encourage** our suppliers to:

- Aspire to create a zero- harm workplace and adopt a continuous improvement approach to the health, safety and wellbeing of employees.
- Involve their employees in safety and wellbeing management through employee participation programmes and build their capability to manage risk.
- Apply the requirements of those countries in which they operate with the highest standard of health and safety obligations.

Environmental Sustainability

We **expect** our suppliers to:

- ✓ Comply with all applicable environmental laws, regulations, and standards of the countries where they are doing business, including those that relate to hazardous materials, air emissions, pollution, waste and wastewater discharges.
- ✓ Notify us of any environmental infringements and non-compliance.
- ✓ Use less and waste less by adopting efficiency practices that minimise impact on the environment and deliver benefits to improve sustainable performance over time.

We **encourage** our suppliers to:

- Measure and monitor their greenhouse gas emissions.
- Set an internal emissions reduction target and publicly report on progress, aspiring to continuous improvement with transparency of progress.
- Support their suppliers to reduce their operational impacts on the environment.
- Identify, assess, and manage climate-related risks and opportunities for their business.

Questions? Drop us a line to procurement@ballance.co.nz and we will get right back to you.

