

Vitaco Operating Policy			
SUBJECT	Ethical Sourcing Policy		
AUTHORITY	Chief People & Culture Officer	ISSUE DATE November 2023	REVIEW DATE November 2025

‘Empowering Healthier Lives’

1 Where we stand

In keeping with our Vision to ‘Empower Healthier Lives’, Vitaco is committed to sourcing materials, products and services ethically, responsibly and sustainably. We believe it is our responsibility to ensure our products and operations are created and delivered to consumers in a way that respects human rights, protects the environment, and supports the communities in which we, and our suppliers and partners operate.

We respect the human rights of all people who work for us, and will ensure our own employment practices are ethical, inclusive and sustainable.

We will ensure we source and create products that have been produced under fair, safe, legal and humane working conditions.

We will not tolerate any form of forced labour, child labour, human trafficking, or any other form of modern slavery within our business or our supply chain.

We Care:

- Ensuring our own employment practices reflect all aspects of ethical sourcing
- Leaders role model the importance of ethical sourcing to our business and our planet

We Act:

- Engaging suppliers regularly to identify any risks or areas of concern
- Ensuring our team members have the skills, knowledge and other resources necessary to recognise unethical employment practices
- Maintaining transparency and safety of Whistleblower processes to increase identification of any issues
- Addressing any non-compliance issues and implementing corrective actions
- Changing suppliers if we identify unethical sourcing practices

We Succeed:

- Ensuring all existing and new suppliers meet our ethical sourcing standards, and act in accordance with our supplier code of conduct provisions
- Communicating in relation to ethical sourcing with our people, suppliers, partners and communities

2 Scope and Review

This policy applies to all Vitaco employees at all locations (you/we), and any person who acts on behalf of the company.

2.1 Related Policy and Legislation

This policy should be read alongside the following Vitaco Policy/ documents:

- Vitaco Code of Conduct
- Whistleblower Policy
- Sustainability Policy
- Modern Slavery Acts in Australia and New Zealand

3 Policy Provision

Sustainable Ethical Sourcing refers to the practice of choosing and maintaining suppliers to our business who apply legal, ethical, safe, and fair employment practices. It also includes ensuring suppliers do not operate in such a way as to have adverse environmental impact on their local communities and the planet more broadly.

These include:

- operating within the laws and codes applicable to their geographical location,
- having employment conditions which are fair, inclusive and equitable
- maintaining practices which do not constitute any form of modern slavery
- ensuring their operations do not have adverse environmental or social impact on human life.

We are committed to our social responsibilities by:

- promoting equitable, inclusive and fair employment practices within our company, through our supply chain, and the local communities where we operate
- educating our leaders on the UN Guiding Principles on Business and Human Rights
- pro-actively sourcing from ethically responsible suppliers

Assessing and reviewing our supply chain to ensure modern slavery risks are identified and suppliers adhere to our code of conduct provisions.

4 Guiding Principles

Our Ethical Sourcing Policy is guided by the following principles:

1. Respect for Human Rights: We respect the human rights of all people who work for us, for our suppliers, and for partners. We believe we have a corporate responsibility to support the human rights within communities we and our suppliers operate.
2. Transparency and accountability: We will be transparent in how we track ethical sourcing, reporting internally and externally.

3. Continuous improvement: We are committed to supporting the ongoing assessment and monitoring of ethical sourcing throughout our supply chain.
4. Collaboration: We will collaborate with suppliers to understand local regulations and opportunities to support human rights and ethical sourcing initiatives they have within their own companies and communities.
5. Education: We will provide education and training to our leaders on the importance of human rights and ethical sourcing in business and expect them to incorporate ethical employment and sourcing practices into their work.

Leeza Aldworth

Safety & Sustainability Manager

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Lucinda Warren

Chief People and Culture Officer

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Roger Scott

Chief Operating Officer

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