

## OUR COMPANY'S COMMITMENT TO ETHICAL AND RESPONSIBLE CONDUCT

Get Smart Promotional Products are members of both the Australasia Promotional Products Association (APPA) and the Promotional Products Association International (PPAI). We are committed to honouring and abiding by the Ethical and Responsible Conduct Codes of both these Associations.

Get Smart Promotional Products believes we must not only meet the expectations of our customers and consumers, we must exceed those expectations. To that end, we have adopted standards for the safety, quality and integrity of our products and processes and we are committed to respecting the rights of individuals and protecting the environment. We are dedicated to complying with all applicable regulations and laws and to conduct business in an ethical and responsible manner.

### Product Safety

We will comply with all applicable laws and regulations regarding safety of products we sell. We will meet applicable recognised voluntary industry standards for our products and processes.

### No Abuse of Labour

We will not use any form of forced labour, including indentured, prison, bonded or slave labour. We will not use physical or verbal harassment or abuse to discipline employees.

### No Child Labour

We will not use child labour. We will comply with all minimum age provisions of applicable laws and regulations.

### Freedom of Association

We respect the rights of employees to associate or organise without fear of reprisal or interference. If employees are represented by an organisation recognised under law, we respect the right to bargain collectively.

### No Discrimination

We will not discriminate in hiring and employment practices on the basis of age, nationality, race, religion, social status, ethnic origin, gender or disability.

### Hours and Wages

We will comply with all applicable wage, work hours, hiring, benefits and overtime laws and regulations. In the absence of law in a particular location relating to product safety, labour, employment, environment or working conditions, the spirit and intent of these policies shall be met.

## Work Conditions

We will provide a safe, healthy and secure workplace. We will abide by all applicable laws and regulations for safety and health. Proper sanitation, lighting, ventilation and fire safety protection will be provided.

## Environment

We abide by all applicable environmental laws and regulations. We will manage our environmental footprint to minimise the adverse impact on the environment. We will manage our energy, water and waste systems for maximum efficiency and minimal adverse impact on the environment.

## Subcontractors and Sources

We require all businesses that support our business as subcontractors, manufacturers or sources of goods to comply with all of the same policies stated in our Commitment to Ethical and Responsible Conduct Policy. All subcontractors and suppliers are required to comply with all applicable and national laws.

We expect those businesses to develop and implement internal business procedures to ensure compliance with our policy.

