



TENNIS AUSTRALIA THIRD PARTY CODE OF CONDUCT

Tennis Australia Third Party Code of Conduct

1. Purpose

- 1.1. This Tennis Australia Third Party Code of Conduct (**Code**) describes the standards of conduct expected of parties that we engage with outside of Tennis Australia (**TA**). It provides a clear framework of guiding principles to ensure that our external stakeholders are aware of the manner and spirit in which they are expected to behave and conduct themselves. It is fundamental to our culture and provides an important bridge between our values (Collaboration, Humility, Excellence and Imagination), our policies and our legal obligations.
- 1.2. This Code is a living document that guides the standards that we expect of those entities and people we engage with (whether they be suppliers or customers) and sets the standard for our professional norms of behaviour and decision-making. It is the responsibility of all we engage with to read and familiarise themselves with this Code.
- 1.3. We acknowledge that the relationships we have, and behaviours we adopt, with each other, our stakeholders and the broader community help us connect more people to the sport of tennis. It also ensures we're not only achieving our goals but doing so in a way that reflects our brand and what we stand for.

2. Application

- 2.1. This Code applies to:
 - (a) all suppliers and their personnel engaged to provide TA, the Australian Tennis Foundation (**ATF**) or any of the Member Associations (**MA** or **MA**s) (together known as **Tennis Team Members**) with goods or services; and
 - (b) all customers and their personnel who engage Tennis Team Members.(collectively, **Tennis External Stakeholders**).

3. Aim

- 3.1. The aim of this Code is to ensure that all Tennis External Stakeholders understand the ethical and behavioural standards that apply to them when working with Tennis Team Members and our other external stakeholders.

4. Coverage

- 4.1. This Code applies to Tennis External Stakeholders whether they are engaging or interacting with Tennis Team Members or our other external stakeholders, parties, suppliers, customers or the broader community.

5. Our principles

- 5.1. Our principles are set out below in this Code to guide the decision making of Tennis External Stakeholders and to ensure that they make the right decisions:
- (a) You conduct yourself and your business with due care and in accordance with relevant laws and regulations. You have an overriding duty to ensure the health and safety of your own team members, Tennis Team Members and our external stakeholders, parties, customers and the broader community.
 - (b) We encourage diversity and expression of ideas and opinions but require alignment with the TA principles, goals, values, priorities and the policies established to implement them;
 - (c) When faced with choices, you must make decisions knowing they will be subject to scrutiny. We expect that you will be able to demonstrate the soundness of your decisions.

6. Our behaviours

- 6.1. We expect that all Tennis External Stakeholders will:
- (a) Respect the rights, dignity and worth of others;
 - (b) Foster a culture and workplace that does not tolerate any form of harassment or any retaliation for reporting harassment;
 - (c) not engage in or support human trafficking or modern slavery, including forced, bonded or involuntary labour, nor demand work or service from an individual under threat or coercion;
 - (d) Not exploit child labour and shall not engage any worker under the minimum legal working age;
 - (e) Act with honesty, integrity and professionalism;
 - (f) Meet minimum standards of working conditions across its entire workforce and supply chain (including, without limitation, in relation to payment of the minimum legal wage and occupational health and safety standards);

- (g) Commit to conducting themselves in accordance with the TA values of collaboration, humility, excellence and imagination;
- (h) Treat others in a fair and considerate way;
- (i) Accept responsibility for their actions;
- (j) Understand and maintain uncompromising compliance with all of TA's standards, rules, regulations, policies and by-laws;
- (k) Not allow bias, conflict of interest, or inappropriate influence of others to override professional judgments and responsibilities;
- (l) Respect the law and act in accordance with it;
- (m) Not use their involvement in the sport of tennis or the Tennis Team Members to promote themselves (unless permitted to do so by TA);
- (n) Not misuse or disclose confidential information and respect the privacy of the TA Team Members or any other third parties. This includes not using confidential information to obtain a personal benefit or benefits for other people, and this obligation continues after a Tennis External Stakeholder has their engagement;
- (o) Demonstrate a high degree of care and responsibility when dealing with persons under 18 years of age; or
- (p) Refrain from any behaviour that may bring Tennis Team Members or themselves into disrepute.

7. Breaches of this Code

- 7.1. Any Tennis External Stakeholder involved in conduct which is inconsistent with the behaviours set out in this Code may be in breach of this Code.
- 7.2. Any Tennis External Stakeholder involved in conduct which amounts to a breach of this Code may be subject to disciplinary action, up to and including termination of their engagement.

8. If you are concerned, speak up

- 8.1. All Tennis External Stakeholders are encouraged to voice any genuine concerns about conduct that may have breached this Code with their closest Tennis Team Member or a member of the Tennis Procurement team.
- 8.2. Please also be aware that the Tennis Whistleblower Policy provides another avenue for making a disclosure if you have a concern that yours, or another, Tennis External Stakeholder or a Tennis Team Member has engaged in serious misconduct. You can access the Tennis Whistleblower Policy on the Tennis Australia website for further information.

- 8.3. If the conduct which you are concerned about fits within the scope of the Tennis Whistleblower Policy, you may be entitled to the protections afforded under the Tennis Whistleblower Policy, including the ability to remain anonymous when reporting your concerns. Should you wish to be afforded such protections, we encourage you to read the Tennis Whistleblower Policy carefully and to follow the processes and procedures that are outlined within it.

Version Control

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