



Procurement Guidelines

Guidelines for suppliers

Benetas prides itself on providing an equal employment and gender equality workplace and expect our Suppliers not to discriminate against any employee based on age, disability, ethnicity, gender, marital status, political affiliation, race, religion, sexual orientation, gender identity, union membership, or any other status protected by law, in hiring and other employment practices. Consistent with the Workplace Gender Equality Act 2012, Suppliers are expected to proactively support gender equality initiatives. Benetas also encourages Suppliers to explore opportunities to engage Aboriginal and Torres Strait Islander businesses in their supply chain.

Benetas has proudly been awarded the Workplace Gender Equality Agency's (WGEA) Employer of Choice for Gender Equality (EOCGE) citation for a number of years. In line with its commitment to the citation, Benetas has created guidelines to promote and influence improvements in gender equality across its Supply Chain through procurement policies and practices. Gender equitable procurement helps to support gender equality objectives both within Benetas and its Suppliers. This in turn provides a number of economic and commercial benefits to society and Supplier organisations.

Benetas understands that some Suppliers may not yet meet all of the following guidelines at this time. Where guidelines are not met, Suppliers are encouraged to disclose this to Benetas. Benetas will then seek to understand what gaps exist, and work with the Supplier to strengthen their gender equality practices, including recommending resources and supporting them through the change process.

- The Workplace Gender Equality Act 2012 requires non-public sector employers with 100 or more employees to submit a report to the Workplace Gender Equality Agency annually. Relevant Suppliers must be able to demonstrate that they are compliant with the Workplace Gender Equality Act. If a Supplier becomes non-compliant, Benetas should be notified;
- Suppliers are strongly encouraged to implement a gender equality policy and/or strategy (which may be incorporated into other relevant policies or strategies), or be working towards producing one/both; and
- Suppliers are encouraged to conduct a regular gender pay gap analysis (for example, every two years) and correct any like-for-like gender pay gaps. Further, Suppliers may wish to set targets to reduce organisation-wide pay gaps.

Suppliers should be able to evidence that the above are in place, or being worked towards. Gender equality is important to Benetas and therefore, these guidelines will be used as key considerations within the selection criteria when assessing and engaging with new Suppliers of goods and/or services.

Benetas understands that Suppliers may need time to make adjustments. The introduction of these guidelines provides an opportunity to strengthen Benetas' relationships with its Suppliers, and Benetas welcomes Suppliers to reach out should they require any guidance or support.