

Supplier Code of Conduct



April 2025

Hort
Innovation

1. Purpose

- 1.1 Hort Innovation values strong, respectful partnerships with Suppliers. Although Suppliers operate independently, their actions can affect Hort Innovation's reputation.
- 1.2 The Supplier Code of Conduct (Code) outlines key requirements in ethical business practices, anti-corruption, worker's rights and conflicts of interest. It also reinforces the usual prohibition against agri-political activity in connection with the services provided to Hort Innovation, which is a requirement under our [Statutory Funding Agreement](#) with the Commonwealth Government.
- 1.3 The Code includes requirements for activities in overseas markets or involving overseas participants in Australia.

2. Scope

- 2.1 All Suppliers, delivery partners, research providers, vendors, contractors, consultants, agents, and other service providers (Suppliers) working with Hort Innovation are required to comply with the Code and relevant policies as a condition of doing business.
- 2.2 Suppliers must also ensure that requirements no less onerous than those contained in this Code are understood by any relevant subcontractor engaged by the Supplier and connected to Hort Innovation.
- 2.3 The expectations outlined in the Code are not intended to supersede or alter the Suppliers' other legal, regulatory and contractual obligations.

3. Requirements for all Suppliers

In addition to any contractual obligations with Hort Innovation and legal obligations, all Suppliers must comply with the following requirements:

Requirements	Details
3.1 Conflict of Interest	<p>3.1.1 Proactively declare any conflicts of interest (real, potential, perceived) and any new or changes to them.</p> <p>3.1.2 Comply with any directions from Hort Innovation to appropriately manage conflicts of interest.</p>
3.2 Business Ethics and Integrity	<p>3.2.1 Maintain fair business practices and conduct operations ethically, legally, honestly, and transparently.</p> <p>3.2.2 Not engage in fraudulent, illegal, or corrupt practices. Notify Hort Innovation of any actual or potential fraudulent, illegal, or corrupt practices.</p> <p>3.2.3 Conduct all activities in compliance with Hort Innovation policies, guidelines and project resources referenced in your commercial agreement or advised to you in writing from time to time including the Privacy Policy, Whistleblower Policy, Publication Guide and Bribery, Fraud and Corruption Control Policy.</p>
3.3 Modern Slavery	<p>3.3.1 Comply with all applicable laws and contractual obligations relating to modern slavery including the Modern Slavery Act 2018 (Cth).</p>
3.4 Workers' Rights	<p>3.4.1 Comply with all applicable wage, working hours, and benefits laws and regulatory requirements.</p> <p>3.4.2 Create a work environment where employees and business partners feel valued and respected. Harassment or bullying of any kind will not be tolerated.</p> <p>3.4.3 Base employment decisions on qualifications, skills, performance, and experience.</p>

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Requirements	Details
3.5 Confidentiality	<p>3.5.1 Protect sensitive or confidential information in accordance with Privacy Act 1988 (Cth) requirements.</p> <p>3.5.2 Not improperly use any private, confidential, or commercially sensitive information in relation to dealings with Hort Innovation. Treat any data relating to Hort Innovation as confidential and only use it for the purposes in which it was provided.</p>
3.6 Agri-political Activity	<p>3.6.1 Not engage in any agri-political activity (political influencing) in connection with services provided to Hort Innovation, or use any funding that we provide for that purpose.</p>

4. Additional requirements of Suppliers delivering R&D and trade activities in overseas markets or involving overseas market participants

This section relates specifically to Suppliers delivering Research & Development (R&D) and trade activities that are funded using industry levy funds and Commonwealth matching payments and managed by Hort Innovation that involve overseas markets or involve overseas market participants. The requirements in Section 3 are intended to apply in addition to the obligations in Section 4.

Requirements	Details
4.1 In markets where a commodity has market access OR when market access is under active negotiation by the Commonwealth Government	<p>4.1.1 For outbound activities Suppliers must engage with the Commonwealth Government Department of Agriculture, Fisheries and Forestry Counsellor (Agriculture) in market at least four (4) weeks prior to visiting that market to ensure that the Supplier connects with appropriate stakeholders and receive strategic support to maximise success.</p> <p>4.1.2 For inbound activities Suppliers must engage with the Commonwealth Government Department of Agriculture, Fisheries and Forestry at least four (4) weeks prior to the activity to ensure that the Supplier connects with appropriate stakeholders and receive strategic support to maximise success.</p>
4.2 In markets where a commodity does not have market access AND it is not under active negotiation by the Commonwealth Government	<p>4.2.1 Suppliers must not communicate any messaging that is counter to the current Australian market access priorities and should not leave the perception in market that their activities will influence the prioritisation of market access.</p> <p>4.2.2 For outbound activities Suppliers must engage with the Commonwealth Government Department of Agriculture, Fisheries and Forestry Counsellor (Agriculture) in market at least four (4) weeks prior to visiting that market to ensure that the Supplier connects with appropriate stakeholders and receive strategic support to maximise success.</p> <p>4.2.3 For inbound activities Suppliers must engage with the Commonwealth Government Department of Agriculture, Fisheries and Forestry at least four (4) weeks prior to the activity to ensure that the Supplier connects with appropriate stakeholders and receives strategic support to maximise success.</p>

5. Compliance

Requirements	Details
5.1 Compliance Demonstration	5.1.1 Suppliers are required to demonstrate compliance with the Code upon request.
5.2 Monitoring	5.2.1 Hort Innovation will monitor compliance through project management, presentations, updates to committees (Project Reference Groups, Strategic Investment Advisory Panels), and audits.
5.3 Non-Compliance Consequences	5.3.1 Disregard for the Code may impact the business relationship, including possible termination of the contract as per contractual terms.
5.4 Breach Notification	5.4.1 Suppliers must notify Hort Innovation of any breaches or suspected breaches and demonstrate corrective actions.

6. Review

This Code is approved by the CEO. The Code will be reviewed biennially (i.e. every two years) or as needed and updated on our website from time to time and advised to Suppliers.

7. Contact Information

For more information, please contact your usual Hort Innovation contact who will direct you as appropriate within Hort Innovation.

8. Glossary

Agri-political activity has the meaning given in our [Statutory Funding Agreement 2025-2034](#).

Fraudulent, Illegal or Corrupt Practices include directly or indirectly making or causing to be made, any offer, promise, gift, payment, consideration or benefit of any kind to any party; or receiving or seeking to receive, any offer, promise, gift, payment, consideration or benefit of any kind from any party, as an inducement or reward which would or could be construed as illegal or corrupt.

Modern Slavery includes any conduct which constitutes modern slavery under any applicable law, including without limitation slavery, human trafficking, servitude, forced labour and forced marriage.

9. Document Control

Review cycle	Policy type	Committee	Changes	Owner	Recommended by ARC	Approved	Document Classification
Biennial (every 2 yrs)	Operations – approved by CEO	ARC	New Supplier Code of Conduct to provide clarity to suppliers on acceptable conduct.	G&R Team	N/A	02/O4/2025	Public

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