

PROCUREMENT POLICY

This document outlines BUMA's strategic approach to the management, oversight, coordination, and integration of the procurement of goods and services across Australia.

This policy will support the highest levels of governance and support the management of commercial and supplier risk.

OUR PURPOSE

Our purpose is to:

- ❖ uphold sustainability and human rights principles consistent with internationally recognised standards in all our business activities;
- ❖ operate in an ethically, socially, and environmentally responsible manner; and
- ❖ deliver long term benefits to our business and all its stakeholders by managing ethical, social, and environmental impacts whilst identifying opportunities through our value chain.

OUR OBJECTIVES

To achieve our purpose, we will:

- ❖ understand and mitigate the risks in our supply chain to align with our corporate purpose, vision, and values;
- ❖ uphold human rights of workers throughout the supply chain and ensure they are treated with dignity and respect. Forms of forced labour, compulsory labour and child labour, as well as discrimination and bullying will not be tolerated;
- ❖ encourage and enforce compliance to workplace health and safety standards, fair wages, working and living conditions, freedom of association and workplace diversity, accessibility, and flexibility;
- ❖ minimise environmental impacts associated with our products and services by reducing consumption, improving efficiency of resource use, and considering whole-of-life impacts in decision-making;
- ❖ promote relationships and engagements with stakeholders and communities to provide social and economic benefits;
- ❖ promote professional customer treatment by engaging in fair marketing practices that uphold our ethical standards set out in our Code of Conduct; and
- ❖ facilitate innovation to promote safer and more sustainable products and services.

POLICY PRINCIPLES

The BUMA Procurement Policy principles centre around a framework of:

- ❖ Governance that addresses all significant inputs and factors in supply – working together with industry to deliver mutually beneficial outcomes - **COLLABORATION**.
- ❖ Sustainable Procurement that meets BUMA's business objectives when securing value for money – recognising that value for money is more than price paid - **INTEGRITY**.
- ❖ Leaders in procurement practice – professionalising the procurement discipline and building procurement capability - **PEOPLE**.
- ❖ Integrity, probity, and accountability – ensuring procurement is undertaken with integrity, that probity is appropriately managed and that accountability for outcomes is maintained - **INTEGRITY**.
- ❖ Providing the procurement framework to advance economic, environmental, and socially sustainable objectives - **SAFETY**.

OPERATIONAL FRAMEWORK

To support the objectives and principles of this Procurement Policy, BUMA will implement the following operational practices:

Procurement Lifecycle Approach

BUMA's procurement activities will follow a structured lifecycle approach encompassing:

- ❖ Planning – early engagement with stakeholders to define requirements, manage demand, and identify market opportunities;
- ❖ Sourcing – conducting fair and competitive processes that reflect our values of integrity, probity, and value for money;
- ❖ Contracting – establishing clear, commercially sound agreements that support performance and risk management; and
- ❖ Contract Management and Review – maintaining strong relationships with suppliers, monitoring performance against agreed KPIs, and identifying opportunities for improvement and innovation.

This lifecycle approach ensures procurement decisions are transparent, consistent, and aligned with our strategic priorities.

Supplier Diversity and Local Engagement

BUMA recognises the value of engaging with a broad and inclusive supplier base to drive economic, social and environmental benefits. We are committed to:

- ❖ Encouraging the participation of Indigenous businesses, local suppliers, and social enterprises in our procurement activities;
- ❖ Fostering inclusive sourcing strategies that support regional development, particularly in areas in which we operate; and
- ❖ Working collaboratively with stakeholders to build the capability of diverse suppliers to meet our business needs.

Monitoring and Continuous Improvement

BUMA is committed to continual improvement of our procurement practices. To achieve this, we will:

- ❖ Regularly review procurement processes and outcomes to assess alignment with policy objectives and identify areas for refinement;
- ❖ Monitor supplier performance, compliance with contractual obligations, and contribution to sustainability objectives; and
- ❖ Capture feedback from internal and external stakeholders to inform future strategies and foster a culture of innovation and accountability.

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