

Supplier Fact Sheet

Overview of North Western Melbourne Primary Health Network (NWMPHN) Supplier Code of Conduct

1. NWMPHN is committed to ethical, sustainable and socially responsible procurement.
2. The NWMPHN Supplier Code of Conduct (the Code) was implemented in 2025 as a key measure to strengthen supplier behaviour by ensuring that commissioned services are provided by those which meet or exceed a set of ethical standards.
3. NWMPHN views its suppliers as partners, and cares about the way they do business.
4. The Code clearly articulates NWMPHN's values, and the expectations placed on suppliers to commit to meeting ethical behaviour in the areas of:
 - integrity, ethics and conduct
 - conflicts of interest, gifts, benefits and hospitality
 - corporate governance
 - labour and human rights
 - diversity
 - health and safety
 - environmental management.
5. The Code provides guidance and advice for suppliers to report instances of misconduct, unethical behaviour or suspected corruption.
6. NWMPHN's expectations do not supersede or alter the supplier's regulatory and contractual obligations but rather work in conjunction with them.
7. From 1 September 2025, all new commissioning contracts will require suppliers to review and commit to the Code by signing and returning a commitment letter included in the RFx documentation. (RFx is a generic term covering all invitations to submit a proposal for the delivery of goods or services.)
8. The Code is consistent with current legislative requirements and complements current procurement practice.
9. The Code will be a component in NWMPHN's ongoing compliance and contract management discussions.
10. Suppliers are expected to communicate the Code to their related entities, suppliers and subcontractors engaged to supply services to NWMPHN.
11. Without limiting NWMPHN's rights under an applicable contract, suppliers not complying with the Code could be subject to:
 - investigation for breaches of the Code
 - a requirement to implement remedial action to rectify breaches
 - termination of contracts, subject to the terms thereof
 - referral of matters for civil remedy or criminal investigation.

NWMPHN recognises the importance of working with our suppliers to provide them with an opportunity for improvement wherever it considers it appropriate to do so.



Benefits of the Code:

The NWMPHN Supplier Code of Conduct delivers several benefits.

- It clearly articulates NWMPHN's values and expectations of suppliers and seeks suppliers' commitment.
- It provides guidance and advice to suppliers for reporting instances of misconduct, unethical behaviour or suspected corruption.
- It requires minimal administrative changes by NWMPHN contract managers because it complements current procurement and contract management practices.

Queries about the Supplier Code of Conduct

Please contact your NWMPHN contract manager or email Procurement.Team@nwmphn.org.au