

Shiv Martin Consulting

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Social Procurement and Economic Benefits Policy



SHIV MARTIN CONSULTING
RESOLVE CONFLICT. BUILD TRUST. STRENGTHEN TEAMS.

CONTENTS

- Social Procurement and Economic Benefits Policy..... 3
 - Objective..... 3
 - Scope..... 3
 - Related forms..... 3
- Priorities..... 4
 - Value for money and social value..... 4
 - Transparency..... 4
 - Ethical sourcing..... 4
 - Local economic benefit..... 5
- Supplier engagement..... 6
 - Continuous improvement and non-compliance..... 6
- Economic benefits..... 7
 - Job creation and workforce participation..... 7
 - Paying taxes and supporting national systems..... 7
 - Delivering positive social and economic outcomes..... 7
 - Prioritising social enterprises and SMEs..... 8

SOCIAL PROCUREMENT AND ECONOMIC BENEFITS POLICY

Objective

Our Social Procurement Policy reflects one of our core values: embedding social value into every procurement decision. It reinforces our commitment to choosing suppliers and partners who contribute to positive social, economic and community outcomes.

Scope

This policy applies to all procurement activities conducted by Shiv Martin Consulting, including the selection of suppliers, contractors and service providers. It encompasses both goods and services acquired for internal use and client-facing projects.

This policy guides procurement decisions across all operational levels, from small-scale purchases to larger contracts, ensuring that social value considerations are integrated into each decision-making process.

Related forms

In addition to this Social Procurement Policy, Shiv Martin Consulting provides the following related policies and forms:

- Quality Assurance Policy
- Code of Conduct
- WHS Policy
- WHS Checklist – Working from Home and External Venues
- Risk Management Policy
- Environment Sustainability Policy
- Modern Slavery Policy
- Privacy Policy
- Hazard Report Form
- Incident Report Form.

PRIORITIES

Shiv Martin Consulting's approach to social procurement and economic benefit is grounded in a commitment to delivering both commercial value and positive social impact. We recognise that every purchasing decision offers an opportunity to influence equity, inclusion and sustainability within the communities we serve. Our procurement practices are designed to support local economies, promote ethical behaviour and ensure value for money while advancing meaningful social outcomes.

Our policy is guided by the following core priorities:

Value for money and social value

We apply a broad definition of value that extends beyond price to include measurable social outcomes. In assessing suppliers, we consider:

- The creation of local employment and training opportunities, particularly for people facing barriers to work (e.g. First Nations people, youth, people with disability, long-term unemployed)
- Support for social enterprises, Aboriginal-owned businesses, and other purpose-driven suppliers
- Opportunities for community engagement, capacity building, or knowledge transfer
- Contribution to inclusive and equitable economic growth in the regions where we operate
- Our goal is to embed social impact into procurement decisions without compromising efficiency, quality, or timeliness.

Transparency

We are committed to open, fair and accountable procurement processes. Our selection criteria are documented, aligned with our values and applied consistently across all supplier engagements. We:

- Promote competitive, merit-based procurement processes where feasible
- Ensure all suppliers—regardless of size or background—are given fair opportunity to participate
- Document key decisions and rationales to support auditability and continuous improvement
- Maintain clear communication with suppliers regarding expectations, assessment processes, and outcomes

This transparent approach helps build trust and ensures alignment with both commercial and ethical standards.

Ethical sourcing

We aim to partner with suppliers who demonstrate a strong commitment to ethical conduct and sustainable business practices. This includes:

- Maintaining fair, safe, and inclusive work environments
- Upholding labour rights and avoiding exploitative or discriminatory practices
- Demonstrating a zero-tolerance approach to domestic and family violence, both internally and in supply chain relationships

- Actively supporting environmental responsibility through reduced emissions, waste minimisation or sustainable product design

Suppliers engaged by Shiv Martin Consulting may be asked to demonstrate how their practices align with these principles, including through policies, certifications or evidence of community engagement.

Local economic benefit

We prioritise local suppliers wherever practicable to support regional economic development and community resilience. By choosing local, we:

- Reduce emissions associated with transport and logistics
- Reinforce community connections and trust
- Help build capacity in local service ecosystems
- Create opportunities for small businesses, Indigenous enterprises and underrepresented entrepreneurs to thrive.

We encourage our partners and clients to share this commitment and work collaboratively to increase local impact through coordinated procurement and engagement strategies.

SUPPLIER ENGAGEMENT

Shiv Martin Consulting applies an ethical sourcing lens to the selection and engagement of all service-based contractors, including but not limited to cleaners, caterers, venue providers, facilitators and logistical support services. Our goal is to work with suppliers whose operations reflect our values and commitment to social responsibility, inclusion and sustainability.

We give clear preference to contractors and suppliers who can demonstrate:

- Fair labour practices – including lawful employment, appropriate wages and conditions, no exploitation of workers, and compliance with applicable workplace laws
- Safe and healthy working environments – including adherence to Work Health and Safety (WHS) standards, provision of appropriate protective measures, and a culture that values employee wellbeing
- Environmentally sustainable operations – including efforts to reduce carbon emissions, minimise waste, use eco-friendly materials, and manage resources efficiently
- Inclusive employment policies – including active recruitment and retention of people from diverse or disadvantaged backgrounds (e.g. First Nations people, refugees, people with disability, long-term unemployed)

To demonstrate alignment with our Social Procurement and Ethical Sourcing Policy, contractors and suppliers may be asked to provide documentation that reflects their compliance with:

- Fair Work Act 2009
- Workplace Health and Safety legislation
- Anti-discrimination and Equal Opportunity laws
- Modern Slavery Act 2018 (where applicable)

Suppliers may also be requested to submit evidence such as:

- Current awards, enterprise agreements, or contracts reflecting fair pay and working conditions, diversity and inclusion policies or workforce composition data
- Workplace safety policies and risk assessments
- Case studies or impact reports demonstrating outcomes for marginalised groups
- Environmental policies or sustainability certifications
- Proof of registration or accreditation with relevant programs or social procurement bodies such as Supply Nation, Social Traders, Kinaway, BuyAbility or equivalent community impact initiatives.

Continuous improvement and non-compliance

We encourage open communication with suppliers about challenges and progress toward ethical and sustainable practices. Contractors who are not yet fully aligned with these expectations but demonstrate a genuine commitment to improvement may be considered, provided a clear action plan is in place.

When we become aware of breaches of applicable laws, standards or ethical guidelines - including but not limited to unsafe work conditions, exploitative labour, discrimination, or modern slavery - we will act promptly and appropriately. This may include:

- Engaging the supplier to rectify the issue and withholding payments or suspending services
- Reporting breaches to relevant authorities
- Ceasing engagement where serious non-compliance is identified and not remedied

ECONOMIC BENEFITS

Shiv Martin Consulting supports initiatives that deliver tangible economic benefits to Australia. We recognise that our business activities have the power to influence not only individuals and communities, but also broader economic systems. Our commitment to local economic participation is reflected in the following practices:

Job creation and workforce participation

We actively contribute to workforce participation by engaging independent contractors, consultants and specialists from across Australia. This approach supports economic activity by:

- Creating flexible employment opportunities, particularly in regional and underutilised labour markets
- Supporting sole traders and micro-businesses, many of whom operate from home-based or mobile offices
- Enabling a diverse and skilled workforce to remain active through contract-based and project work

By sustaining high-quality jobs, we help to build community resilience, maintain professional capability within local workforces and contribute directly to Australia's economic growth.

Paying taxes and supporting national systems

As an Australian-registered and tax-paying corporation, Shiv Martin Consulting contributes directly to the national economy through:

- Corporate tax contributions
- GST compliance
- Fair remuneration of our staff and contractors, who in turn contribute to local spending and tax revenue

We ensure our operations are compliant with all taxation and corporate governance requirements under the Australian Taxation Office (ATO) and relevant federal and state legislation. This reflects our commitment to financial transparency, ethical business conduct and the fair distribution of resources.

Delivering positive social and economic outcomes

Drawing on our experience in managing conflict and dispute resolution across a wide range of settings - including courts, tribunals, ombudsman offices, workplaces and building disputes - we are proud to contribute to positive social and economic outcomes. These include:

- Supporting more efficient and harmonious workplaces
- Reducing the economic cost of conflict and prolonged disputes
- Improving mental health, wellbeing, and productivity across client organisations
- Helping to stabilise relationships and reduce strain on public systems such as legal, welfare, and health services

By facilitating resolution and restoring function, our work generates measurable downstream economic benefits across sectors and communities.

Prioritising social enterprises and SMEs

We proactively seek to procure goods and services from social enterprises, Aboriginal-owned businesses, and small to medium enterprises (SMEs). This includes suppliers for:

- Cleaning and venue support
- Catering and hospitality
- Printing, design and logistics services

This procurement approach enables us to:

- Reinvest in local communities
- Strengthen the viability of purpose-driven and mission-led businesses
- Support inclusive employment pathways for individuals who face barriers to mainstream employment

Where possible, we give preference to businesses registered with Supply Nation, Social Traders or other recognised bodies that promote social and economic inclusion.