



PROCUREMENT POLICY

The National Gridiron League Pty Limited will procure its goods and services based on the following principles:

- Ethical conduct and strict compliance with legislation related to labour, the supply of products or services and trade practices;
- Safety, with preference given to supplies from health and safety focused organisations who can demonstrate compliance with health and safety legislation;
- Quality, with preference given to suppliers that are quality endorsed;
- Environmental, with preference given to purchasing from environmentally aware organisations and those who are able to demonstrate compliance with relevant legislation;
- Value for money;
- Maintenance of the highest standards of occupational health & safety to meet legislative requirements;
- Reliability of supply;
- Consistency of product and/or service.

Wherever practical the League will purchase its goods and services centrally. This will apply in particular to one off value items and routine operational needs.

Managers and staff at all levels of the League are expected to exercise restraint and maximise economies in the purchase and use of goods and services.

Unless approved by the Managing Director the League will not enter into supplier exclusivity arrangements.

Suppliers must agree and confirm they will/have not provided gifts or special offers of products or services to employees of the National Gridiron League Pty Limited related parties of the National Gridiron League Pty Limited employees, other than items of insignificant financial value, on special occasions such as Christmas or birthdays.

Where practical, formal (standard) contracts (Sub Contract Agreements) should be in place before engaging the service of sub-contractors. Such contracts should be discussed in advance with the Corporate Risk Management to ensure all relevant legislation and League policy matters have been considered and addressed.

Purchase approving personnel are to ensure the requirements of the Quality System are met before approving a supplier. This applies in particular to:

- The Safety of the product or services provided;
- The Quality of the product or services provided;
- The impact on the Environment of the product or services provided;

Purchasing personnel will have and maintain adequate qualifications, licenses and experience to competently assess and approve products, services and suppliers.