

Contracts, Procurement and Logistics Policy

Policy Statement

The purpose of this policy is to ensure that Arrow is positioned to maximise value for money and minimise risk associated with the supply of goods, services and logistics. Arrow will provide safe and environmentally sound solutions to procurement needs that comply with all legal and regulatory requirements.

Expectations

This Policy applies to the procurement of all goods, services and logistics from suppliers external to Arrow. All Arrow employees and suppliers must comply with this Policy when undertaking procurement activities.

Objectives

When procuring goods, services and logistics Arrow's objectives are to:

- Support the execution of the overall business plan and provide value for money without compromising any aspect of personal or process safety;
- Minimise and mitigate risk by implementing effective risk management processes to ensure that all safety, operational, environmental and commercial risks are identified and managed throughout the procurement and logistics lifecycle;
- Ensure probity and ethical conduct by conducting procurement practices with integrity and honesty, complying with applicable laws and standards, the Arrow Corporate Management Framework and using methods that are transparent, fair and unbiased;
- Enhance safe, sustainable and socially responsible procurement by addressing safety, sustainable development, efficient use of resources and social responsibility across the supply chain; and

Principles

In order to achieve the objectives of this policy, all procurement activities must be undertaken in accordance with the following:

Compliance with Policies and Legislation

All procurement and logistics activities must be undertaken in accordance with the Arrow Corporate Management Framework, applicable laws and regulations.

HSE

Arrow aims to provide a safe, secure and healthy working environment for employees and suppliers. Arrow believes that all incidents are preventable and that nothing less than Target Zero is acceptable. Suppliers and subcontractors are expected to comply with the requirements of Arrow HSSE Policies, Standards, Life Saving Rules and Land Access Rules

Sustainable Development, including Local Content and Indigenous Participation

Sustainable development means helping to meet the world's energy needs in economically, environmentally and socially responsible ways that reduce the impact of activities and deliver benefits.

Local content and indigenous participation are key aspect of sustainable development. Arrow actively supports indigenous and local industry participation, as far as is reasonable, lawful and economically practical. Arrow is committed to ensuring full, fair and reasonable opportunity for local industry.

Ethical Conduct, Modern Slavery and Fair Dealing

Strict controls relating to fairness and ethics in the procurement process must be established and maintained. Arrow personnel involved in procurement activities will be adequately trained, have commercial ethics awareness, and exercise the highest standard of confidentiality at all times.

All relationships between Arrow personnel and suppliers shall be at arm's length. During the procurement process, it must be ensured that no conflicts of interest exist or arise during the process and all personnel and stakeholders have the ability to raise concerns.

Arrow seeks to do business with suppliers that have similar values, ethics and sustainable business practices, including those related to human rights and modern slavery.

All procurement will be undertaken in accordance with the Arrow Corporate Management Framework.

Confidentiality and Security

All matters concerning the procurement process, contracts and contracting activities shall be treated as confidential. All personnel involved in procurement or supply chain processes shall be aware of, and take all necessary precautions, to maintain the confidential nature of all information pertaining to procurement.

Approvals

All Arrow employees will ensure that appropriate approval is sought during the procurement process.

Scope and Responsibility

This Policy applies to all personnel involved in Arrow Energy operations.



Cecile Wake, Chief Executive Officer

Review due: 01 March 2024