

Voluntary Code of Conduct for the Management of Migrant Workers

Code Program Rules

Document Version Control

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Approver	Panel Chair	<i>[Signature]</i> <small>Aguire (Jan 23, 2024 12:17 GMT+11)</small>

1. Introduction

The Australian Meat Industry Council (AMIC) is implementing a Code of Conduct for the Management of Migrant Workers (the Code) to equip Australian Red Meat Processing Establishments with a uniform industry standard for the best practice approach for the management of Migrant Workers.

This document contains the Voluntary Code of Conduct for the Management of Migrant Workers Program Rules (the 'Program Rules'). The Program Rules serve as additional sub-operational rules for the Code. Eligible Organizations (defined in the Code) seeking Signatory status are required to consent to these rules at the time of application as a commitment to adhere to the specified rules as an ongoing condition of their Signatory status.

In the event of any conflict or inconsistency between the Program Rules and Code, the provisions of the Code shall prevail.

2. Application of Program Rules

2.1 Eligible Organizations seeking Signatory status acknowledge that:

- a) AMIC administers the Voluntary Code of Conduct for the Management of Migrant Workers.
- b) AMIC reserves the right to, in its absolute discretion, refuse to consider or accept any applications that do not provide the requisite information.
- c) They will adhere to these Program Rules as a condition of their Signatory status.
- d) They will adhere to any Audit Program Rules established by an Approved Code Auditor(s).

2.2 These Program Rules supersede and replace all previous versions of the Program Rules.

3. Fees

3.1 Applicants and signatories must pay all fees payable in connection with the Code (including without limitation fees payable to Approved Auditors). Goods and Services Tax (GST) will be payable by the establishment on all applicable fees and charges.

3.2 All application and auditing costs will be borne solely by the Eligible Organisation seeking to become a Signatory to the Code.

3.3 An initial application fee, audit fee and any other related fees may apply at a rate determined by the Approved Auditor published as a Price List within their Audit Program Rules.

4. Use of Approved Auditors

4.1 Eligible Organizations must engage an Approved Auditor that has been recognised by AMIC as suitably qualified and competent to conduct Compliance Audits to determine conformance with the Voluntary Code of Conduct. Approved Auditors are listed on the Code website.

- 4.2 Eligible Organizations must supply all relevant information as required by an Approved Auditor.
- 4.3 During an audit, Eligible Organizations must notify an Approved Auditor of any changes to information provided at the time of their application.

5. Use and Disclosure of Personal Information

- 5.1 Information handled by the AMIC in connection with the Code may be personal information, as defined in the Privacy Act 1988 (Cth). Personal information obtained by the Code Administrator is handled in accordance with the AMIC's Privacy Policy, accessible on the AMIC website.
- 5.2 By applying for Signatory Status, applicants consent to the use and disclosure of personal information between the Code Administrator, Code Auditor and Code Panel for the purposes of administering the Code across the application process, Code Compliance Audit process, investigative process, and non-compliance process.
- 5.3 Signatories consent to AMIC maintaining a public a register of Signatories (Register which have that may include details of the registration number, name, logo, address of the Signatory and date that Signatory status was granted.
- 5.4 Signatories consent to having their name and logo included in AMIC's annual report on the Code's operations.

6. Use of The Code Brand Mark

- 6.1 AMIC has developed a Brand Mark for the Code. This distinctive logo serves as an indicator that entities displaying it are certified and active Signatories to the Code.
- 6.2 Only certified and active Signatories will have the right to use the Code Brand Mark. Code Brand Mark must not be used by other parties without the written permission of the Code Administrator.
- 6.3 The Code Brand Mark can be used by Signatories in their promotional materials, marketing endeavors, and communications with both suppliers and customers.
- 6.4 Code Signatories are entitled to display their current Code Certificate on their premises and provide copies of these to customers as proof of their Signatory status.
- 6.5 Once an establishment becomes a Signatory it will receive a Code Certificate, which includes the Code Brand Mark.
- 6.6 Signatory status does not allow the use of a Code Auditor's Logo.

7. Amendments

- 7.1 AMIC may from time to time amend these Program Rules.
- 7.2 Where AMIC proposes to amend the Program Rules or is notified of an amendment to the Voluntary Code of Conduct, AMIC will notify all Signatories to the Code of its intention.

