

## Code of conduct

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We are committed to maintaining ethical standards in how we conduct our business activities and stakeholder relationships. WiseTech Global (**WTC**)'s reputation as an ethical business organisation is important to its ongoing success. We expect all our people across the WiseTech Global Group (Group) to be committed to meeting these standards. Our Code of Conduct (**Code**) applies to all our Employees, Workers and Directors. The Code sets out, at a high level, WTC's general expectations of you. It is supplemented by, and must be read in conjunction with, a number of other policies which set out the expectations in greater detail.

You must:

- act in our best interests and with honesty, integrity and fairness in alignment with our values;
- comply with the laws and regulations which apply to us and our operations;
- comply with this Code and all the policies and procedures we adopt;
- not knowingly participate in any illegal or unethical activity;
- immediately report any concern about a possible breach of the Code, or any other Reportable Matter
- not enter into any arrangement or participate in any activity that would conflict with our interests;
- not act in a way which would be likely to negatively affect our reputation; and
- not take advantage of our property or information or your position (or opportunities arising from these) for personal gain or to compete with us.

## Our values

We strive to be a force for good in the world and our mission is to change the world by creating solutions that empower those that own, enable, and operate the supply chains of the world. We strive to create technology that is renowned for its productivity, functional depth, data integration, regulatory compliance, global capability, and value. Our universal values are summarised below:

- We continuously improve our culture so that it empowers and drives us
- We work hard to improve ourselves, our teams, our products and our business
- We have a clear purpose and a shared vision for everything we do
- We manage ourselves and are always focused on results
- We lead when we see the need and inspire and support each other always
- We strive for excellence at all times and in everything we do
- We focus on the deeper needs of real customers in our chosen markets
- We invent things our customers cannot live without

Our Credo, Universal Values and Mantras reflect our integrity and way of working – these are the basis for a fulfilling, empowering environment where the work we do is important, not just for ourselves, but for the world. These are all available in detail through the WTC intranet (The Source), [www.wisetechglobal.com](http://www.wisetechglobal.com) and in our Annual Report.

## Your conduct

### Treat everyone with respect and courtesy

You are expected to treat with courtesy and respect your colleagues, partners, customers, suppliers, shareholders and anyone else with whom you interact in your work.

We expect all our Employees and Workers:

- to practise and support the principle of equal employment opportunity regardless of race, religion, national origin, sex, age, physical disability, marital status, gender identity or sexual orientation;
- to avoid discriminatory practices of any kind and make employment and career decisions strictly on the basis of individual ability, performance, experience and our requirements;
- to not engage in any personal, physical or sexual harassment;
- when gathering industry, market and competitive information, to do so legally and ethically; and
- to act in accordance with our universal values.

### You must comply with all laws and regulations

You must comply with all laws and regulations relating to your business conduct and WTC's operations. This includes being familiar with the duties and responsibilities applying to you under the laws relevant to WTC and in the context of your role at WTC.

Any activities carried out by yourself or WTC must comply with the laws of the jurisdiction they are conducted in.

### Ensure you are aware of your legal obligations

Each Employee and Worker is required to ensure that they are aware of the legal obligations and requirements that impact their areas of responsibility. The laws that govern the Group's business activities may be complex. You are encouraged to contact the General Counsel if you are unclear about laws or regulations relating to your work.

### You must act ethically in your approach to business decisions

In conducting your business relationships and negotiating and administering contracts you are expected to be fair and reasonable. You must not behave in any way that is, or might be construed as being, oppressive, unconscionable, unethical, coercive or dishonest.

You must not:

- use our funds or assets for any unauthorised or unethical purpose, including for the advantage of others.
- cause false or misleading entries in our records for any reason; or
- make payments for any reason other than its intended authorised purpose

## **Ensure any trading in securities is in accordance with our Securities Trading Policy**

Any trading or other dealing in Securities must be done in accordance with the Securities Trading Policy. If you have any doubt, you should contact our Company Secretary.

## **Comply with our corporate governance policies and principles**

You must comply with our Code of Conduct, Market Disclosure and Communication Principles, and Risk Management Principles in addition to any other principles and policies adopted by the Board, which are all available on our intranet or on [www.wisetechglobal.com](http://www.wisetechglobal.com).

## **Conflicts of interest**

### **Be aware of personal conflicts and ensure you report these**

These may arise in circumstances where some or all of your interests may affect or have the potential to affect or have the perception of affecting your ability to properly undertake your role or to make an appropriate decision or otherwise be divergent with the interests of the Group. Such interests could involve financial, personal or other interests of your or your family member or a person or entity associated with you.

Where a Personal Conflict arises or may arise, you must obtain prior written approval from us and disclose the nature of this conflict to us to ensure that measures are put in place to protect parties affected by your Personal Conflict. You must follow reasonable management directions to eliminate, address or manage the conflict, which may include a direction to you to cease engaging in any outside activity which gives rise to the conflict of interest.

Examples of situations which may give rise to a conflict of interest include:

- a) Commercial relationships or dealings with friends or family;
- b) External board appointments or memberships; and/or
- c) Unauthorised secondary employment.

In addition, you should pay regard to any specific obligation related to Conflicts of Interest in your employment contract (or other such agreement).

## **You must not make any payments or favours**

You should not make any payments or payments in kind (including gifts and favours) to influence individuals to award business opportunities to us or make business decisions in our favour. See below in relation to acceptable business courtesies.

## **You must not offer or receive a bribe**

WTC has a zero-tolerance approach to activities or actions which are, or could reasonably be construed as, bribery.

Bribery includes conduct involving the offering, promising, giving, accepting or soliciting of an advantage or reward as an inducement for action which is illegal, unethical or a breach of trust, or otherwise results in commercial, contractual, regulatory or personal advantage. Bribes can take a number of forms including gifts, loans, fees, services, or cash.

Receiving or offering bribes is strictly prohibited for all Employees and Workers. Australia and many other countries in which WTC operates, are signatories to the OECD Convention Combating Bribery of Foreign Public Officials in International Business Transactions. Many countries in which WTC operates have enacted legislation prohibiting the offering of anything of value to foreign public officials and which enable them to prosecute their citizens and corporations for the bribery of public officials in other countries. A contravention of anti-bribery legislation has serious consequences, such as imprisonment or fines. Bribery can also cause significant reputational damage to the business.

You are expected to report any suspected bribery. If you suspect someone of bribery, refer to the Whistleblowing Policy and/or someone from WTC's Legal Team.

## **You can give and accept business courtesies up to a limit of AUD \$500 and record all courtesies**

You must be aware that the offer or acceptance of a gift may create an obligation or be construed or used by others to allege favouritism, discrimination, collusion or similarly unacceptable practices. You must not give, seek or accept in connection with our business any gifts, meals, refreshments and entertainment which goes beyond common courtesies associated with ordinary and proper course of business. You must avoid everything that could reasonably be construed as a bribe or improper inducement. Any gift, entertainment or other personal favour or assistance given or received which has a value in excess of AUD \$500 must be approved in advance by WTC. If approved, information supplied will be entered into the gifts register maintained by the Company Secretary. You must decline a gift that is linked to a current or potential tendering or procurement process.

## **You must not pursue or take personal advantage of business opportunities that arise as part of your position or involve the use of our property or information**

You must not, without obtaining the written approval of the CEO, CFO or General Counsel, pursue or take personal advantage of any business opportunities which arise as a result of your position within WTC or the use of WTC's property or information.

## Director Conflicts

Directors of WTC will be guided by its constitution and will ensure that they abide by the law governing conflicts of interest in the relevant jurisdiction, together with our principles and guidelines. Where there is doubt, the matter should be raised with a director or company secretary of the relevant subsidiary company, the Chair of the Audit Committee or the Chair of the Board as relevant.

## Privacy and confidentiality

You must ensure that you do not disclose any Confidential Information or Proprietary Information to any third party or other Employee or Worker who does not have a valid business reason for receiving that information. You must not seek to obtain confidential or sensitive information which is not relevant to the performance of your duties.

Confidential Information is information that we consider private and that is not generally available in the public domain. Proprietary Information in this context means information that we own, develop, pay to have developed or to which we have an exclusive right.

Confidential Information means information regardless of hardcopy, softcopy, electronic or other form, which comes to your attention, knowledge, possession or control in the course of or as a result of your employment with WTC, including but not limited to:

- a) Any inventions, trade secrets or other proprietary information of WTC;
- b) Confidential information relating to the business of WTC including but not limited to information relating to products, processes, know-how, designs, mask works, formulas, test data, computer programs, data bases, original works of authorship, client lists, business plans, commercially sensitive information, financial modelling, management reports, product plans, marketing plans and strategies, pricing strategies or other subject matter pertaining to the business of WTC, its finances, dealings, employees, transactions or affairs or any of its clients, customers, consultants, licensees, joint ventures, alliance partners, other business partners or affiliates;
- c) Any other information which is marked "Confidential" or which is described or treated by WTC as confidential information;
- d) Information of a sensitive business nature;
- e) Personal information which is subject to data privacy law; and
- f) Confidential information of a third party.

If Confidential Information or Proprietary Information is required to be provided to third parties or other Employees or Workers for valid business purposes, you must:

- take adequate precautions to ensure that information is only used for those purposes for which it is provided and is not misused or disseminated to our detriment; and
- ensure that the information is returned or destroyed when the purpose is complete.

You must return all our property including any documents or Confidential Information or Proprietary Information, on termination or on WTC's request and destroy or delete any Confidential Information or Proprietary Information stored in electronic, magnetic or optical form so that it cannot be retrieved or reconstructed.

## Definitions

**WTC** means, collectively and severally WiseTech Global Limited and its affiliates.

**Employee** means a person employed by WTC.

**Work** means any time at which an Employee or Worker is:

- carrying out, or acting in the course of their duties for, or with respect to, WTC;
- at work functions (even if out of hours) such as team dinners, Christmas parties or client functions or any other function or event that WTC has facilitated or that takes place in connection directly or indirectly with WTC's activities;
- representing WTC, for example, at a conference (including after hours behaviour at such conference), or entertaining clients on an informal basis; or
- otherwise acting within the course of their employment (Employees) or within the scope of their engagement (non-Employees).

**Worker** means an individual performing Work in any capacity for WTC, including as:

- a contractor or subcontractor;
- an employee of a contractor or subcontractor;
- an employee of a labour hire company;
- a consultant;
- a secondee;
- a work experience student;
- an intern; or
- a trainee.

## Other

**You must immediately report any concern about a possible breach of the Code, or any other Reportable Matter** (as set out below), initially to your immediate people leader

The procedures for reporting these concerns other than to your immediate people leader are set out in our Whistleblower Policy and/or the Whistleblower Protection Principles available to Employees and Workers on our intranet and on [www.wisetechglobal.com](http://www.wisetechglobal.com).

Please refer to our Whistleblower Policy if you suspect any breach of this Code of Conduct and for further information on conduct constituting reportable behaviour.

## **Consequences for breaching this Code**

You must comply with this Code. Failure to do so may result in disciplinary action, up to and including termination of employment or engagement.

Any suspected breaches of this Code may be investigated and, in circumstances where a breach of the Code is established, appropriate disciplinary and remedial action will be taken if required.

WTC reserves the right to inform the appropriate authorities where it is considered that there has been criminal activity or an apparent breach of any law.

## **More information**

If there are any questions regarding any aspect of this Code, please contact the General Counsel.

## **Amendment of Code**

This Code may be amended, replaced or withdrawn from time to time at the discretion of WTC and with the approval of the Board.

## **Adoption of Code and Board review**

This Code of Conduct was adopted by the Board on 22 May 2020 and takes effect from that date and replaces any previous policy in this regard.

WTC will review the Code of Conduct periodically to check that it is operating effectively and will communicate any amendments to Employees and Workers as appropriate.

Nothing in this Code forms part of any contract between you and WTC, nor creates any other binding obligation on WTC.

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