

# Working towards a more sustainable future.

Winc's Social Agenda  
September 2021



## Introduction from Peter Kelly.

As one of Australia's largest workplace supplies companies, at Winc, our purpose is to help all Australians achieve a better work-life. Our goal is to be a company that has a positive impact on every worker, learner, carer, teacher... to support and enhance work, wherever work happens to be.

In the first instance, Winc wants to take care of everything a workplace needs to operate in an efficient, productive, and easy way. In addition, we have an underlying obligation to do the right thing by the communities in which we live. We understand that being a good corporate citizen means we have an accountability to both people and the planet.

Actions always speak louder than words. That's why we have developed a Social Responsibility Agenda with meaningful and measurable annual targets. We have chosen six initiatives where we think we can make a big impact. This document outlines those six initiatives and the targets we have set for each. We have deliberately set stretch targets to encourage bolder actions. We will hold ourselves accountable and be transparent about our progress.

We believe that amazing things can happen when people work together. We invite the involvement, support and collaboration of our customers and suppliers to help push our performance even further.

**Peter Kelly**  
Chief Executive Officer

## About Winc's Social Agenda.

Winc's Social Agenda includes a set of targets to be achieved by our company by the end 2022, unless an earlier date is listed. We have aligned our priorities and commitments with the UN Sustainable Development Goals (SDGs) and we are committed to reporting on our progress on a bi-annual basis. We hope you find this document informative and we welcome your input and views. You can email us at [csr@winc.com.au](mailto:csr@winc.com.au).

### Six areas where Winc can make a difference.

	Pillar	Our Commitment
01	<b>Safe Work Practices</b>	Be proactive to keep our people safe ensuring they go home unharmed, every day
02	<b>First Nations Peoples Support &amp; Empowerment</b>	Take action to address the imbalance in opportunity for First Nations Peoples
03	<b>Climate Change</b>	Reduce carbon emissions from Winc's business activities
04	<b>Responsible Packaging / Management of Waste</b>	Improve the sustainability of our Own Brand packaging Improve Winc's recycling rates and reduce waste to landfill Reduce the use of shipping cartons per thousand dollars of revenue Facilitate the move away from single use plastic products
05	<b>Gender Equality</b>	Ensure inclusiveness and equality is expected and valued at Winc
06	<b>Ethical Sourcing</b>	Trade ethically and take action to protect human rights in the supply chain

## Safe Work Practices.

Be proactive to keep our people safe ensuring they go home unharmed, every day.

At Winc, our people's mental and physical safety is our number one priority. Establishing safe work practices where everyone goes home unharmed starts with an uncompromising, organisation-wide commitment to safety. These are our priorities and targets for Safe Work Practices at Winc.

### Target 1

In 2020, Winc reduced Total Recordable Injury Frequency Rate (TRIFR) by 60% to \*9.4. By the end of 2021, we are targeting to achieve a TRIFR of 7.0, which is a further 25% reduction.

\*TRIFR: External medical treatment injuries per million hours worked on a rolling 12-month basis.

### Target 2

Deliver at least 5,000 Proactive Safety Interactions a year to embed a strong safety culture at Winc.

### How we will deliver safe work practices at Winc:

#### 1. Safe ways of working.

A culture of 100% compliance to Winc's safe ways of working to minimise manual handling risks and prevent manual handling injuries.

Mandatory Drug & Alcohol testing across all sites (random and for cause) with a zero-tolerance approach, along with pre-employment testing and preventative education programs.

Robust site-specific safety plans with exception reporting delivered monthly.

When injury occurs, make early interventions, use evidence-based injury management and focus efforts on supportive return-to-work plans.

Leaders demonstrating that safety is the company's top priority through their actions - the first agenda item in meetings, leaders' personal attention, training and the professional treatment of all safety matters every day.

#### 2. Wellbeing @ Winc Program.

Train leaders to identify and manage mental health issues and promote a psychologically safe workplace by providing Mental Health Mastery training for all managers.

Appoint, train and support at least one Mental Health First Aider at all Winc sites.

Promote wellbeing through the delivery of physical health initiatives and awareness campaigns.

### Our achievements to date include:

60% reduction in the probability of having a workplace accident at Winc achieved in 2020.

In the first six months of 2021, over 5,000 proactive safety interactions took place at Winc. This covers activities that build awareness and skills to reduce the risk of injury such as toolbox talks, safety committee meetings and safety walks.

In addition, over 45 Mental Health First Aiders were trained to ensure we have qualified Mental Health First Aiders at each of our sites in the first half of 2021.

Winc was one of the first companies in Australia to introduce paid COVID Vaccine Leave in June 2021. This complements free annual Flu vaccinations and access to free and confidential counselling support.

Our safety training programs have been strengthened to ensure everyone at Winc understands the safety basics. COVID Safe information, our Life Saving Rules and other important safety information is available in multiple languages.

Winc first achieved its ISO – 45001 (OHS Management Systems) accreditation in 2018. Together with ISO – 14001 (Environmental Management system) and ISO – 9001 (Quality Management system), these certifications demonstrate that Winc uses the best international standards and codes of practice for Health Safety Environment and Quality (HSEQ) to control risks.



**Natalie Ferguson**  
Warehouse Officer  
6 years of service



Deliver at least **5,000** Proactive Safety Interactions a year to embed a strong safety culture at Winc.

### Winc's Five Life Saving Rules.

To keep ourselves and our workmates free from harm, every employee at Winc must understand and follow these rules every day.



Separate People and Mobile Plant



Secure Objects and Safe Racking



Secure People Working at Height



Keep People Clear of Loading Zone



Safe Loads. Safe Driving

## First Nations Peoples Support and Empowerment.

Take action to address to imbalance in opportunity for First Nations Peoples.

Winc is committed to the First Nations reconciliation effort in Australia and believes that the economic advancement of First Nations Peoples is critical to creating positive social change and removing disadvantage. We look to achieve this by becoming an employer of choice for First Nations Peoples, supporting the growth and development of First Nations businesses, and making investments in First Nations mental health, employment and education activities.

### Target 1

Promote First Nations economic development by partnering with First Nations business leaders to create an authentic and legitimate First Nations majority owned joint venture (Mandura) and have it ready to trade by September 2021. Mandura will be a Supply Nation certified "Tier 1" Aboriginal and Torres Strait Islander workplace supplies company.

### Target 2

Build the economic success of Mandura by winning customers contracts totalling at least \$5 million in the first year of operation, \$15 million in the second year of operation and \$30 million in the third year of operation.

### Target 3

Deliver tangible support and change for young First Nations Australians by donating 20% of profits from Mandura to the Pauline E. McLeod Foundation. Donation targets are \$100,000 in the first year, \$250,000 by the second year and \$500,000 in the third year.

### Target 4

Make Winc a great place to work for First Nations Australians. Grow their representation in the Winc workforce to least 3% by 2022. Support their career development and foster a culture of inclusion and respect.

### How we will deliver First Nations People Support and Empowerment:

#### 1. Help First Nations people support and empowerment.

Help First Nations controlled entities to succeed commercially.

Leverage Winc's national distribution footprint, unrivalled scale and industry leading expertise in workplace supplies to establish and support the growth of Mandura as a unique Tier 1 workplace supplies company, which is profitable in year 1.

Create procurement and employment opportunities for First Nations businesses via the expansion of a Mandura branded range of products. Launch five new Mandura products in the first 12 months of operation.

#### 2. Generate funds to support youth in First Nations communities.

Generate profitable revenue streams for Mandura by attracting and retaining a strong customer base with at least five Foundation Partners signed by the end of 2021. Use these revenue streams to deliver genuine benefits for First Nations Peoples by donating 20% of Mandura profits to the Pauline E. McLeod Foundation.

Support the Pauline E. McLeod Foundation to establish two community partnerships to deliver measurable benefits for young First Nations Australians in the areas of mental health, education and employment by end 2021.

#### 3. Become an employer of choice for First Nations Peoples.

Attract and retain First Nations talent with Winc's First Nations Career Pathways program. The program offers work experience, intern and graduate opportunities in partnership with the Clontarf Foundation and First Nations recruitment agencies including Your Town and New Start.

Develop First Nations employees to be first rate businesspeople by providing mentorship, career development opportunities, leadership training and regular performance reviews.

Deliver 2,000 hours of cultural awareness training each year. Target a 90% employee satisfaction rating for this training. Conduct annual training on unconscious bias.

Leverage Winc's Reconciliation Action Plan, and the Plan's working committee members, to provide advocacy, practical support and mentorship to First Nations recruits. Committee members will also help drive Winc's reputation as an employer of choice and destination for First Nations Peoples to grow their careers.

Build further understanding by celebrating the culture of our First Nations Peoples at key milestones throughout the year including Reconciliation Week and NAIDOC Week.



Deliver tangible support and change for young First Nations Australians by donating **20% of profits** from Mandura to the Pauline E. McLeod Foundation.

Jamie Varga, with her little brother Vernon  
HR Administrator  
3 Months Service



#### Our achievements to date include:

Winc is a founding member of Supply Nation and offers 700 products from 10 First Nations brands to support Indigenous entrepreneurs and economic development.

In 2020, purchases from Supply Nation certified businesses through Winc generated a social return of \$55 million.

In 2020, Winc established a First Nations Peoples Pathways program with 19 First Nations Peoples participating to date.

Winc has increased its employment of First Nations team members by over 70% with new team members from the Pathways program in positions right across the company. A relationship with Indigenous recruitment services agency New Start has also been established to accelerate our progress.



**Pauline E. McLeod**  
FOUNDATION

## About the Pauline E. McLeod Foundation.

Pauline E. McLeod was born in Delegate, Southern NSW. She was a member of the Stolen Generation and was removed from her natural family in 1962. In 1986 she returned home and became an author, master storyteller, cultural learning educator, director and performer.

Popularly known as 'Pauline from Playschool', she was one of the first Indigenous performers to appear regularly on a nation-wide television show in Australia. Throughout her lifetime Pauline presented her cultural stories at schools, working with children and youth from preschool to high school grades. She was also a guest lecturer in Aboriginal studies at TAFE colleges and universities throughout New South Wales and a storyteller at the Opera House, Australian Museum and the National Gallery in Canberra.

Roderick McLeod, Pauline's brother, is the Founder of the Pauline E. McLeod Foundation. Under his leadership, the Foundation seeks to continue Pauline's journey of building acceptance, understanding and healing with a focus on creating opportunities for the next generation.

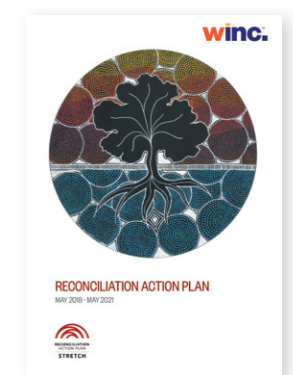


## Working together for future generations.

Mandura translates as 'trading place' in the Jaithmathang Nation language. Mandura is a unique First Nations workplace supplies company dedicated to supporting future generations. As a completely separate self-determining organisation, Mandura is led by Jaithmathang Senior Elder Roderick McLeod (Chairman) and Scott Allen (CEO). Scott Allen is a descendent from the Awabakal Worimi Nations, and a non-executive board member of the NSW Indigenous Chamber of Commerce. In early 2021, Roderick established the Not for Profit, Pauline E McLeod Foundation in honour of his late sister. With a 'First Nations First' employment strategy, every dollar spent with Mandura works even harder, creating a strong ripple effect in First Nations communities. Winc's contribution to the joint venture is its procurement scale, supply chain logistics and sharing of industry expertise and mentoring.



Our fourth Reconciliation Action Plan, launched in 2018, reflects our dedication to supporting the growth of Indigenous businesses to increase representation in our supply chain, and our strong commitment to education and employment opportunities. This in turn helps our customers contribute to sustainable and meaningful change within the Indigenous community that goes beyond financial donations and fulfils important Corporate Responsibility requirements and social change goals. In the second half of 2021 Winc will be working with Reconciliation Australia to develop its fifth Reconciliation Action Plan. This Plan will be a 'Stretch' Reconciliation Action Plan focused on implementing longer-term measurable strategies to further embed reconciliation initiatives into our business processes.



## Climate Change.

Reduce carbon emissions from Winc's business activities.

Climate change is now affecting every country on every continent. It is disrupting national economies and affecting lives through changing weather patterns, rising sea levels and more extreme weather events. The carbon emissions from human activities are driving climate change and continue to rise. Winc is at the beginning of its journey to reduce carbon emissions and we are committed to improving our efforts. These are our priorities and targets for Climate Change at Winc.

### Target 1

Reduce our Scope 1 direct carbon emission by improving the efficiency of our distribution activities. Our target is to reduce the tonnes of CO2 emitted per million dollars of revenue by 10% (from 1.67 tonnes\* to 1.51 tonnes) by end 2022.

*\*This is an estimate of Winc's CO2 emissions from Scope 1 truck fleet emissions in metro areas. This was calculated using an average of available kilometres travelled data from Winc's owner driver network. The number of carbon emissions produced by each delivery vehicle can vary based on a vehicle's fuel, fuel economy and the number of miles driven per year. Average carbon emissions data for a standard two tonne van was used in this calculation. The rollout of new Mobile Data Terminals (MDTs) in 2021 to all Winc drivers will eliminate the need for average kilometres travelled data in future reporting.*

How we will reduce carbon emissions across the Winc organisation:

### 1. Take action to increase the efficiency of our delivery fleet and delivery routes.

Optimise delivery routes and schedules to reduce the number of total kilometres travelled for every dollar of revenue. Use Route Planning Tools and driver hand-held Mobile Data Terminals to measure progress.

Measure the energy efficiency of our delivery vans and encourage conversion to more efficient vehicles as they are renewed.

Utilise product volumetrics and nesting data in our packing process to increase the density of our shipping cartons to improve delivery efficiency.

Encourage customers to consolidate orders to reduce the number of small orders shipped.



Our target is to **reduce the tonnes of CO2** emitted per million dollars of revenue by **10%** (from 1.67 tonnes\* to 1.51 tonnes) by end 2022.

### 2. Reduce the consumption of grid electricity through solar installations at our DCs.

Establish solar panels at our largest Distribution Centre in Sydney's Erskine Park in 2022.

Establish continual improvement projects to reduce energy consumption and take action to reduce this across the total Winc organisation.

### Our achievements to date include:

Winc's Environmental Management System is ISO14001 Certified. This standard requires demonstrated continual improvement.

Our Erskine Park warehouse uses a combination of sensors and translucent roofing to automatically turn warehouse lights off when the natural light levels are high.



## Responsible Packaging / Management of Waste.

- Improve the sustainability of our Own Brand packaging
- Improve Winc’s recycling rates and reduce waste to landfill
- Reduce the use of shipping cartons per thousand dollars of revenue
- Facilitate the move away from single use plastic products

### Winc has made commitments under the Australian Packaging Covenant Organisation membership, in four areas.

1. Make our Winc Own Brand packaging more sustainable
2. Reduce the waste generated by Winc and increasingly recycle so that less goes to landfill
3. Make our 50,000 deliveries a day more efficient in the amount of cardboard used
4. Assist our customers to eliminate their use of single use plastics ahead of legislative enforcement

#### Target 1

Redesign the packaging of three categories of Winc Own Brands to be in market by 2022. Convert 5% of all Winc Own Brand packaging to recycled/renewable material.

#### Target 2

In Winc Operations, increase the percentage of total waste that is recycled by 20% (from 39% to 59%) by the end of 2022.

In Winc Operations, reduce the tonnes of waste going to landfill by 20% (from 1,113 tonnes to 890 tonnes) by the end of 2022.

#### Target 3

Reduce Winc outer cardboard and void fill used per thousand dollars of revenue by 10% by the end of 2022.

#### Target 4

Assist our customers to eliminate their use of single-use plastics by encouraging a transition to sustainable alternatives and remove single-use plastics from sale ahead of state legislation requirements.

### How we will manage Winc’s impact on the environment and take action to deliver sustainable outcomes:

Work with our manufacturing partners for three categories of Winc Own Brand products to convert product packaging to contain less plastic packaging and more recycled/recyclable packaging.

Encourage all Winc suppliers to adopt the Sustainable Packaging Guidelines by including it as a key requirement of all supplier agreements as they come up for renewal.

Review the current Winc delivery box and void fill used. Consider box design, board grade/light weighting, product volumetrics, product nesting rules to reduce the amount of cardboard consumed in the delivery process.

Conduct a complete overhaul of current waste management practices in Winc’s DCs. Work with waste management providers to reduce or even eliminate waste streams. Train our people on the clean sorting of recyclable waste. Find new uses for our recycled waste.

Design and implement an education campaign to encourage customers to eliminate their use of single-use plastics and support the transition to more sustainable options at a state and national level by end 2021.

#### Our achievements to date include:

Winc is proud to be a member of the Australian Packaging Covenant Organisation (APCO). A copy of our latest annual report and action plan can be found at [winc.com.au/services/about-us/corporate-responsibility](http://winc.com.au/services/about-us/corporate-responsibility)

Winc delivery boxes are made from 100% recycled cardboard and paper which can be recycled through existing post-consumer recovery systems. These systems achieve the highest potential environment value (APCO rating).

40% of the waste produced by Winc currently gets recycled.



Increase the percentage of total waste that is recycled by **20%**.



### Avoiding waste to landfill and doing social good.

Winc has been a partner of Good360 since 2015. In that time, we have redirected more than 733,000 surplus items worth over \$5.2 million to the Australians who need them most.

Close to 500 different not for profits and schools have been supported through this donation.

Winc also supports Foodbank. In 2020, Winc helped provide 60,000 meals and donated more than a tonne of non-food items to Foodbank.





Our target is to **reduce the tonnes of CO2** emitted per million dollars of revenue by **10%** (from 1.67 tonnes\* to 1.51 tonnes) by end 2022.

**Shane Mahoney**  
Transport Team Manager  
6 years of service

**Michael Blackman**  
Transport Team Manager  
9 years of service



# Gender Equality.

Ensure inclusiveness and equality is expected and valued at Winc.

At Winc, diversity is highly valued. We believe we are better and smarter together and know that a unique combination of backgrounds, perspectives and experiences in our people is a major contributor to our collective success. Creating opportunities for women to fully participate at Winc is important to us. We are proud that Winc attracts and retains great female senior leaders across our business. As at June 2021, 46% of Winc senior leaders (first three levels of senior management) are female and perform roles across Sales, Finance, Supply Chain, HR, Ecommerce, Marketing and Category Management. These are our priorities and targets for Gender Equality at Winc.

**Target 1**

Maintain female representation in senior leadership between 45% and 55% of the pool.

**Target 2**

Support the career progression of women by ensuring they make up at least 50% of internal promotions at Winc.

How we will make Winc a place where inclusiveness and equity is expected and valued:

**1. Engineer our performance, career and recruitment processes to remove unconscious bias.**

Provide managers with tools and resources that enable and support equitable outcomes.

Deliver training that builds capability and awareness to remove unconscious bias from career decisions. At least 600 training hours to be delivered annually.

Conduct annual compensation reviews to ensure we have equal pay for equal work.

Winc supports the United Nations Women's Empowerment Principles (WEP), becoming a signatory in 2021. WEP principles include equal pay for work of equal value, gender-responsive supply chain practices and zero tolerance against sexual harassment in the workplace. Established by UN Global Compact and UN Women, the WEPs are informed by international labour and human rights standards and grounded in the recognition that businesses have a stake in, and a responsibility for, gender equality and women's empowerment.

In support of

**WOMEN'S EMPOWERMENT PRINCIPLES**

Established by UN Women and the UN Global Compact Office

**2. Winc talent processes to include female specific analysis across all functions to ensure a strong pipeline of women into senior roles.**

Conduct an Annual Talent Review to assess the strength of our internal pipelines for critical and strategically important roles.

Undertake individual development and career planning reviews bi-annually.

Advertise all vacant roles internally and provide development opportunities for our people to grow their capability and career at Winc.

Review female engagement feedback bi-annually. Use the insights to understand the employee experience and set targets to improve.

**Our achievements to date include:**

In 2021, recruitment processes were reengineered to remove unconscious bias from decision making. These processes now include diverse interview panels, shorts lists and talent pools.

Our 2021 our pay equity review found Winc to be offering equal pay for equal work.

Winc introduced paid Domestic Violence leave in 2021 to support team members experiencing family and domestic violence.

Our Parental Leave policies support primary care givers to take leave (paid), stay connected while they are away and return to work in a supportive environment that has considered their unique needs.

Mothers Rooms are available at most Winc sites.



Maintain female representation in senior leadership between **45%** and **55%** of the pool.



**Rhiannon Lelliot**  
Marketing Manager  
6 years of service

**Caroline Astrand**  
Digital Communications Manager  
4 years of service

## Ethical Sourcing.

Trade ethically and take action to protect human rights in the total Winc supply chain.

Winc is committed to doing the right thing. This includes minimising the risk of modern slavery in our supply chain. That's why we have a strict Ethical Sourcing Policy and Supplier Code of Conduct. Our Ethical Sourcing Policy is guided by the UN Human Rights Declaration, the ILO Convention on labour standards and the Ethical Trading Initiative Base Code.

Modern Slavery is a big problem globally. Winc published our first Modern Slavery Statement in 2020. This document sets out how we assess and respond to the risks of modern slavery practices in our business. Our most recent statement was published in July 2021 for the reporting period of 1 January 2020 to 31 December 2020. You can access it at [winc.com.au/services/about-us/corporate-responsibility](http://winc.com.au/services/about-us/corporate-responsibility).

### Target 1

Minimise the risk of modern slavery in the Winc supply chain by completing a full risk assessment on Winc Own Brand and Print & Marketing Services products via Sedex by December 2021

What else will we do to trade ethically and take action to protect human rights across the Winc supply chain?

Reinforce our commitment to the principles of the Modern Slavery Act by updating and publishing Winc's Modern Slavery Statement while also regularly reviewing and maintaining our policy on Ethical Sourcing and Supplier Code of Conduct.

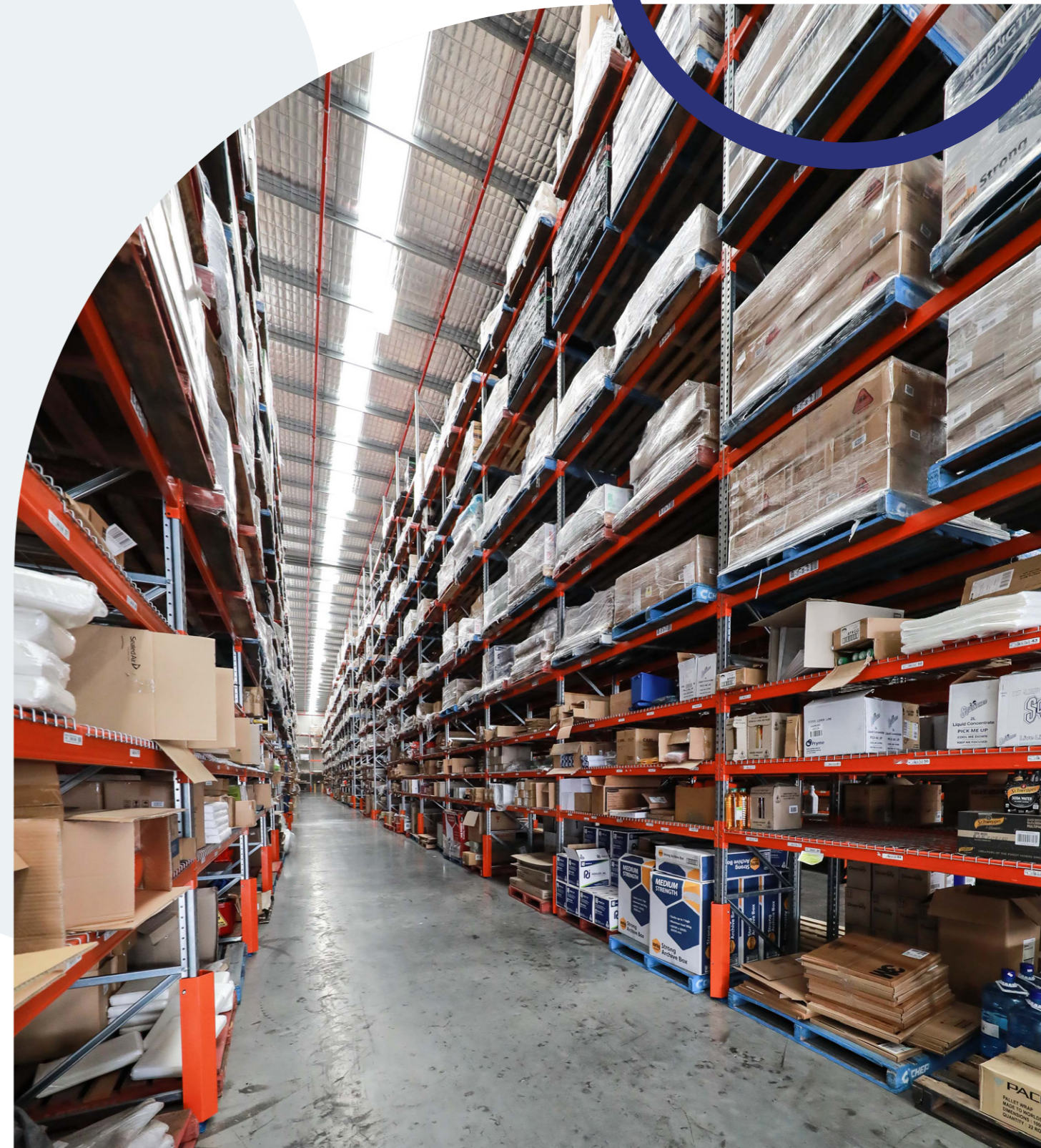
Ensure our people are equipped with the knowledge and skills to maintain our commitment to Ethical Sourcing with specialist training conducted for all Winc people by end 2021.

### Our Modern Slavery statement.



Minimise the risk of **modern slavery** in the Winc supply chain.

Proud to be a  
**Sedex**  
Member





**Thank you for working with us to work towards  
a more sustainable future.**

**For any questions, email us at [csr@winc.com.au](mailto:csr@winc.com.au)**

**[winc.com.au](http://winc.com.au)**