Date

“Insert *Name*”

“Insert *Preferred Supplier Name*”

“Insert *Address Line 1*”

“Insert *Address Line 2*”

Dear “Insert Name”

**Combating Trafficking in Persons – Certification**

Orbital Corporation Limited is opposed to human trafficking in all forms, and is supportive of the US Federal Acquisition Regulation 52.222-50 Combating Trafficking in Persons to combat human trafficking, and will ensure the risk of such practices is mitigated within the business. Accordingly we expect that each of our suppliers, their sub-contractors and associates have, and maintain, that same standard.

Therefore Orbital hereby notifies “Insert *Preferred Supplier Nam*e” that it is required to have an authorised officer of its company complete, sign and return the attached declaration (as per Appendix 1) confirming that there is no forms of trafficking in persons used anywhere in their company or by any of its direct suppliers.

Once completed and duly authorised, the declaration can be scanned and returned via email to Jan Herbst, Contracts & Category Manager on jherbst@orbitalcorp.com.au.

It is a mandatory requirement that “Insert *Preferred Supplier Nam*e” completes and returns the declaration (as per Appendix 1) to Orbital Corporation Limited on or before *Insert Date 2018*.

**Todd Alder**

Managing Director & Chief Executive Officer

Orbital Corporation Limited

# Appendix 1

## ANNUAL FAR 52.222-50 COMPLIANCE CERTIFICATION

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Company (the Company) certifies the following:

1. The Company has implemented procedures to prevent any activities described in Section 1 of the Orbital Corporation Limited Human Trafficking Compliance Plan and will monitor, detect, and terminate any contractor, employee, or other agent of the Company engaging in any activities described in such section. If abuses relating to any of the prohibited activities have been found, the Company has taken the appropriate remedial and referral actions.
2. To the best of the representative’s knowledge, neither the Company, nor any employee, contractor, nor agent is engaged in any of the activities described in Section 1 of the Orbital Corporation Limited Human Trafficking Compliance Plan.
3. The Company has implemented a Compliance Plan to prevent the prohibited activities defined in Section 1 of the Orbital Corporation Limited Human Trafficking Compliance Plan.
4. The Company has included the substance of rule FAR 52.222-50, Combating Trafficking in Persons, in all subcontracts and in all contracts with agents.

A copy of the Company’s Compliance Plan is posted at the worksites for the contract for which the Company and its subcontractors have active contract employees assigned.

A copy of the Company’s Compliance Plan is also posted on the Company website. The Company’s Human Trafficking Hotline Posters are posted at contract worksites in English and in the native languages of the employees.

If there are any identified non-compliances or credible evidence that alleges human trafficking-related activity, the Company will ensure that the pertinent details are provided to the Contracting Officer for possible imposition of remedies and to the agency.

|  |
| --- |
| COMPANY NAME: |
| COMPANY ADDRESS: |
| COMPLIANCE CERTIFICATION OFFICIAL NAME: |
| COMPLIANCE CERTIFICATION OFFICIAL TITLE: |
| COMPLIANCE CERTIFICATION OFFICIAL SIGNATURE: |
| DATE OF CERTIFICATION: |