

# INDUSTRIAL RELATIONS POLICY

“We value fair and equitable working conditions for all personnel. We are committed to providing workplace harmony and sound industrial relations mechanisms.”

## Core principles

- We implement and maintain a supportive and collaborative team environment where employees are valued and their professional skills and attributes are acknowledged
- We develop and implement sound management plans and agreements for employee relations and development
- We employ suitably qualified and competent personnel through diligent utilisation of the Company's employment procedures
- We are committed to early identification and management of industrial relations issues to negate disruption and minimise risk
- We are committed to sound management of dispute resolution, termination and redundancy processes.

## To achieve these principles we ...

- ensure that we comply with all relevant legislation, codes of practice, and Australian and industry standards
- ensure that Leed's Enterprise Agreement is assessed by Fair Work Australia
- protect freedom of association by ensuring employees and subcontractors are free to choose whether or not to join a union or employer association or to participate or not in lawful industrial activities
- protect against discrimination or victimisation due to membership or non-membership of a union or employer association
- ensure all personnel comply with this policy and Leed's standard operating procedures
- continually improve our performance and systems through the Plan-Do-Review process
- provide open channels of communication which support consultation between all stakeholders
- provide our leaders and team members with relevant education and training to improve their awareness, knowledge and practices
- identify, report, investigate and resolve all industrial relations issues and take action to prevent recurrence
- maintain all relevant documentation to demonstrate compliance and facilitate process improvement
- assess our suppliers' and subcontractors' abilities to operate within the same framework.

---

## Leadership commitment

I am committed to ensuring that this policy is communicated, understood, accepted and successfully implemented.



Andrew Millar  
MANAGING DIRECTOR