

WORKPLACE BEHAVIOUR POLICY

“We value all employees, subcontractors and visitors and treat them equitably, with courtesy, respect and dignity.”

Core principles

- We treat each other with dignity, courtesy and respect at all times. We do not tolerate any form of bullying, harassment or sexual harassment
- We do not treat anyone less favourably because of a personal characteristic protected by law, such as disability, illness, injury, age, ethnicity, religion, gender, sexual orientation, marital status, pregnancy and breastfeeding, or caring responsibilities
- We are committed to the principle of freedom of association and do not discriminate on the basis of trade union membership (or lack thereof) or participation in industrial activity
- We are committed to limiting the risk of modern slavery within our own business, our supply chains and all other business relationships
- We create a supportive and collaborative team environment where colleagues are valued and their professional skills and attributes are acknowledged
- We engage in open, transparent and honest communication
- We expect employees, subcontractors and visitors to respect the rights of others by not taking part in any action that may constitute discrimination, harassment, offensive behaviour, victimisation or violence
- We empower our staff to bring to our attention behaviours that are inconsistent with our policies, principles and processes or breach the law.

To achieve these principles we ...

- ensure that we comply with all relevant legislation, codes of practice, and Australian and industry standards
- ensure team members understand that they are required to take all necessary action to identify, report and address any workplace behaviour issues to ensure appropriate standards are maintained in the workplace
- continuously review, improve, and provide training in, our systems and processes to ensure a safe workplace
- provide our leaders and team members with relevant education and training to improve their awareness, knowledge and practices
- provide channels which support the development, learning and sharing of information while allowing for a safe and reliable means to report any misconduct
- identify, report, investigate and resolve all incidents, 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