1. **PURPOSE AND SCOPE**

Austral Construction is committed to providing an equal opportunity working environment that is inclusive of everyone regardless of their age, gender, race, sexual orientation, disability, religion or some other attribute as specified under anti-discrimination legislation.

The Company aims to create an environment where all employees are treated with respect and dignity, as stated in the Keller Code of Business Conduct policy. The Company’s efforts to build an inclusive work environment go beyond compliance with legislation, recognizing that diversity promotes innovation, creativity, productivity and competitiveness.

This procedure applies to all employees and subcontractors of Austral Construction.

1. **DEFINITIONS**

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| **Diversity:** | Understanding, recognising and valuing differences both visible (e.g., gender, race and age) and non-visible (e.g., beliefs, mental health, sexual orientation, values, preferences) and recognising everyone as an individual. |
| **Equity:** | recognises that we are all unique and have different needs, experiences, and opportunities. Equity gives everyone access to the same opportunities. |
| **Inclusion:** | Where people’s differences are valued and used to enable everyone to thrive at work. An inclusive workplace is one in which everyone feels that they belong and that their contribution matters no matter their background, identity or circumstances. Our aim is to be an organisation where people feel involved, respected and connected to our business. |

1. **RESPONSIBILITIES**

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| **Management** | Provide employees with a safe work environment free from discrimination, harassment and intimidation Champion the principles of Diversity, Equity and Inclusion and ensure they are reflected in Austral Construction’s systems and processes |
| **Human Resource team and/or HSEQ team** | Facilitate investigations into reports of discrimination |
| Maintain records of investigations and disciplinary action taken resulting from investigations |

1. **PROCEDURE**
   1. **DIVERSITY, EQUITY AND INCLUSION**

### Recruitment and Selection

The recruitment and selection processes are designed to ensure the best possible individual is engaged for each position. The Company will use a non-discriminatory selection process based on the skills, knowledge, experience and individual personal traits required for each role regardless of gender, race, age, religion or any other basis which is protected under the anti-discrimination acts.

### Pay Equity

Remuneration and benefits for all employees within the Company are paid and awarded on gender equitable terms, based on the qualifications, skills, knowledge and experience required for each role.

### Promotion

Promotion and advancement within the Company is granted on merit. All decisions will be made within the scope and objectives of this procedure.

### Training

The Company will provide suitably identified training opportunities to all employees where possible and practicable.

Where required, the Company will provide training and support in relation to employment equity and diversity, for those responsible for recruitment, training, performance management, grievance, disciplinary or dismissal procedures.

Any allegations of inequality and/or discrimination will be investigated promptly, and corrective action will be taken dependent on the outcome of the investigation.

* 1. **LOCAL COMMUNITY AND TRADITIONAL OWNER ENGAGEMENT**

Austral Construction is committed to acknowledging and working with local and indigenous people of Australia on whose land we occupy as citizens of Australia.

The Company has a long history working across regions of important local and indigenous significance and actively seeks to endorse the principle that, indigenous peoples can be recognised and included in the Company’s operations.

#### The success of this procedure will be demonstrated with opportunity and commitment in the following areas:

#### Commitment to indigenous development and improving the employment prospects of indigenous Australians.

#### Ensuring all cultural, heritage, social and spiritual beliefs of indigenous Australians are respected on all Company projects.

#### Ensuring that all employees’ behaviour is consistent with Austral Construction standards and adherence to the local laws relating to the indigenous community standards.

#### Educate non-indigenous persons on the cultural, heritage, social and spiritual issues to assist in employment integration.

#### Engaging Indigenous contractors on our projects in the Pilbara Region of Western Australia, for example Greentree Bithuwarnda Fencing and Yurra Pty Ltd;

#### Engagement of indigenous employees on civil construction;

#### Supply of personal protective equipment (PPE) and clothing from Cole Workwear and Boomerang brand, majority owned Indigenous safety companies whom supply Bunzl Safety, Austral’s key supplier for PPE and clothing on all projects.

Additionally, Austral has begun developing a network across the Australian (primarily NSW and WA) communities. We will seek to better inform ourselves through meetings with key stakeholders and organisations outlining opportunities with Austral (throughout Australia) and to align services and potential partnerships during delivery of this and other Austral projects. These organisations include:

* **Aboriginal Employment Strategy** - 100% Aboriginal managed, national, not-for-profit Recruitment Company and is community focused. AES can assist with sourcing Aboriginal candidates for potential roles during project delivery and have agreed to work with the project where possible.
* **Supply Nation** – a team of specialists across Australia work intensively with businesses to embed supplier diversity in their supply chains. Through local and international partnerships and ground-breaking research, Supply Nation leads with a unique and compelling vision to build a prosperous Aboriginal business sector.
* **CareerTrackers** – Austral is investigating opportunities for an employment partnership agreement with CareerTrackers Aboriginal Internship Program and will endeavour to place an intern on this project. CareerTrackers is a national non-profit organisation that recruits pre-professional Aboriginal university students and links them with private sector employers to participate in a multi-year internship. Students perform their internship with a sponsoring company with the aim of converting from intern into full-time employee upon completion of their degree program.
* **Social Traders** – Austral is in the process of engaging in a formal partnership with Social Traders, which is Australia’s leading social enterprise development organisation, who work to break the cycle of disadvantage and build resilience in Australian communities. Social Traders believe businesses can do well, and that social enterprise generates benefit by creating employment, providing access to services and strengthening local communities. Using expert knowledge and partnerships Social Traders help organisations of all shapes and sizes find better ways to achieve and contribute to sustainable social impact and change.
  1. **SOCIAL VALUE INITIATIVES**

Austral Construction acknowledges the importance of an endeavours to look beyond the financial cost of a contract and considers how the services we provide might improve the economic, social and environmental well-being of the local area where our projects are carried out.

### “Stop and Seek Help” or similar behavioural safety reward program

Key features of this program include promoting and celebrating safety focussed behaviours and motivating the identification of unsafe situations. Staff receive a token when they decide to stop their work because of potential unsafe situations due to non-compliant procedure, process, JHA or other safety issues that could trigger a serious injury or fatality. Recognition for staff who called a ‘Stop & Seek Help’ by the crew at pre-start meetings. The token has a monetary value attached which can then be placed in one of three buckets for different charities chosen by the crew. A preference is given to local charities, then to other charities as per crew preference.

### Local Sport Team or Community Organisation Sponsorship

Austral frequently sponsors local youth sports teams and community organisations with a view to ensuring they can attain the funding they need to operate. In remote and regional communities, local sports and community organisations are the primary way to engage youths and other members of the community, providing enriching and supportive experiences for their positive development.

### Emissions Reduction Programs

Austral Construction have implemented various strategies to reduce our emissions and are always seeking innovative initiatives to further reduce emissions. We have installed solar panels at our Dandenong and Wedgefield yards to reduce electricity consumption as well as on various vehicles and lighting towers to power accessories that would otherwise rely on diesel consumption. Our procurement teams also endeavour to give preference to purchase and hire equipment that emits lower carbon emissions that are capable of running on various power sources including diesel electric, electric, battery powered etc.

1. **REFERENCES**

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| --- | --- |
|  | *Fair Work Act 2009* |
|  | *Workplace Gender Equality Act 2012* |
|  | *Age Discrimination Act 2004* |
|  | *Disability Discrimination Act 1992* |
|  | *Australian Human Rights Commission Act 1986* |
|  | *Sex Discrimination Act 1984* |
|  | *Racial Discrimination Act 1975* |

1. **RECORDS**

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1. **AMENDMENT STATUS**

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| **Rev No.** | **Date** | **Page No.** | **Amendments Made / Comments** | **Authorised** |
| A | Mar 22 | 1 to 4 | Issued for comments | Aaron Turner |
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