

## **COMPANY POLICY**



## EMPLOYEE AND INDUSTRIAL RELATIONS

Georgiou is committed to creating a workplace environment where employees, and persons who work on behalf of the joint venture, can excel. To embed and support our vision and values, Georgiou works to foster an environment which engenders transparency, honesty, fairness and respect amongst our employees and the clients we serve. We strive to create, develop and lead highly-motivated teams and individuals.

To achieve this commitment, Georgiou will:

- provide a framework for the conduct of industrial relations in the workplace that is fair and just, based on legislative requirements;
- promote efficiency and productivity in all areas of the Georgiou;
- comply with Georgiou Enterprise Agreements and State and Federal Codes;
- recruit appropriately competent employees who share Georgiou's vision and values;
- promote ethical, lawful and professional conduct with each other, our clients, the community and other stakeholders through leadership and training;
- comply with freedom of association provisions, including ensuring our employees' right to choose whether or not to join a union is respected and that no worker is subject to any form of discrimination as a result of their status as a union member or otherwise;
- comply with the legislative requirements which govern industrial relations and employment law;
- encourage and facilitate a cooperative workplace with equitable, innovative and productive workplace relations;
- foster relationships with industry bodies and our clients in order to access the necessary support, both on and off site, to assist in employee and industrial relations management;
- provide our employees with clear accountabilities, responsibilities, deliverables and necessary support to achieve the required outcomes;
- engage our workforce through proactive and effective consultation and communication;
- address matters arising as a result of an employee grievance or difficulty respectfully and in accordance with Georgiou's procedures;
- operate within a competency-based training framework to ensure our workforce has the required skills and competencies to successfully undertake their role;
- engage subcontractors aligned with Georgiou's employee relations philosophies and values:
- provide our employees, and their immediate family, access to the Employee Assistance Program (EAP) to aid early identification, referral and resolution of personal and work-related challenge;
- comply with whistleblowing legislation in order to ensure Georgiou conducts its business in a manner that is safe, ethical, professional and complies with the law; and
- provide an environment where individuals are able to report conduct in the knowledge they can act without fear of intimidation, disadvantage or reprisal.

Georgiou carries out training, in the form of toolboxes, pre-starts and information sessions, for all levels of our project management teams from estimating to construction. Our project managers are responsible for the day-to-day implementation of our procedures with the assistance of HR Representatives. This training includes our total commitment to the principles of the Building Code 2016, the NSW Code of Practice for Procurement: Building and Construction, the New South Wales Industrial Relations Guidelines Building, Construction and Procurement, the Western Australian Code and the Queensland Code.

Should an employee have any questions about this policy, please contact a member of the HR team.  $\sqrt{\phantom{a}}$ 

Rob Monaci Chief Executive Officer Georgiou Group December 2019