

Meneghello Group of Companies is fully committed to providing a safe, flexible and respectful environment for all employees/contractors and stakeholders free from all forms of discrimination, harassment, sexual harassment and bullying.

Employees of Meneghello are required to treat one another with dignity, courtesy and respect. Employees/contractors must not engage in harassing, discriminatory or bullying behaviour towards another employee or any member of the public with whom they have contact with in the course of their employment.

Equally it is the obligation and responsibility of every employee/contractor to ensure that they are not involved, whether physical, non-physical, verbal or non-verbal, in repeated, unreasonable and unwelcomed behaviour directed at co-workers and stakeholders. Nor to be involved in unwanted behaviour that offends, belittles, undermines, humiliates, embarrasses or intimidates co-workers and stakeholders on characteristics based on race, gender or ethnicity.

Meneghello has a zero tolerance for humiliating putdowns, unreasonable rudeness, systematic targeting, and scapegoating of employees.

Any legitimate or reasonable use of performance management processes such as:

- disciplinary action
- allocation of work
- implementation of organisational change or downsizing
- action taken to transfer or redeploy an employee; or
- a decision not to promote an employee

is not considered workplace bullying.

Immediate action for effective resolution of a report or complaint will be completed to eliminate the source of discrimination, harassment, sexual harassment and bullying, ideally to prevent any employment relationships from breaking down.

If an employee has doubts about any aspect of this Policy, they must seek clarification from their manager or the Managing Director. This Policy shall be reviewed periodically, and disciplinary action may be taken against any employee found to have breached its principals.

Signed: 📶

Danny Meneghello Managing Director Date: 05/03/2020

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