

Ahrens Group Pty Ltd (Ahrens) is a vertically integrated diversified business - operating within the design, fabrication, construction, project management, erection and installation of commercial and industrial structures. As well as building refurbishments, process plants, material handling & storage, ATM installation, agricultural grain storage & handling, rural buildings, water storage, plant and building maintenance.

We work with a broad range of customers covering banks, property developers, manufacturers, transport/logistic operators, a myriad of owner/occupiers, builders, mining contractors, grain co-operatives, farmers and government departments. The nature of the company's activities requires a high degree of technical expertise, experience and reliability.

Ahrens promotes a culture of respect, tolerance and diversity and the right of all employees to reach their full potential in the workplace. Ahrens is also responsible for ensuring that all employees are aware of their rights and obligations as outlined in this Equal Employment Opportunity Policy.

- Ahrens is committed to providing a safe, flexible and respectful working environment for employees, sub-contractors and clients free from all forms of discrimination, bullying, sexual harassment, racial and religious vilification.
- All Ahrens employees are required to treat others with dignity, courtesy and respect.
- By effectively implementing our *Equal Employment Opportunity Policy* we will attract and retain talented staff and create a positive environment for staff.

Treating people fairly has a positive impact on employees, sub-contractors and clients. It enhances Ahrens reputation as an employer of choice and delivers advantages to the business and workplace.

Ahrens is committed to ensuring all employees and those persons seeking employment, are treated fairly and equitably and are not subjected to any form of unlawful discrimination, harassment, bullying or victimisation in the workplace.

All levels of management and all employees are responsible and accountable for ensuring the provisions of this Equal Opportunity Policy are understood and adhered to and the principles of equal opportunity are upheld in the decision making process, the performance of their respective duties and whilst acting as a representative of Ahrens.

All persons will be afforded opportunities for employment, promotion, training, transfer or benefit based on merit; meaning that an assessment is made with regard to the abilities, knowledge, aptitude, experience and relevant qualifications of each individual in relation to the requirements of the particular position. The ultimate aim is to have the 'best person for the job' in every position.

“Unlawful Discrimination” in employment means treating a person less favourably than others because of their particular personal characteristics or because they belong to a certain group, for example their sex, which is unrelated to the performance requirements of the position.

Discrimination can be direct or indirect. Indirect discrimination is treatment which appears to be equal but is unfair on certain people.

It is unlawful to discriminate in employment under the following Federal legislation:

Federal Legislation

- *Fair Work Act 2009*;
- *Racial Discrimination Act 1975*;
- *Sex Discrimination Act 1984*;
- *Disability Discrimination Act 1992*;
- *Australian Human Rights Commission Act 1986*;
- *Age Discrimination Act 2004*; and
- *Equal Opportunity for Women in the Workplace Act 1999*.

Both the *Sex Discrimination Act 1984* and the *Equal Opportunity Act 1984* contain provisions to prevent sexual harassment in the workplace. Other applicable state based laws also apply.

“Sexual harassment” refers to any unwanted, unwelcome and uninvited behaviour of a sexual nature that results in a person feeling humiliated, intimidated, afraid or offended, and under the circumstances, it would be reasonable for them to feel that way. The perception by an employee that they have been

sexually harassed is sufficient for them to lodge a complaint. It is how the behaviour is received, not how it is intended.

Sexual harassment can be:

- unwelcome touching or kissing;
- comments or jokes, leering or staring;
- sexual pictures, objects, emails, text messages, screensavers, wallpapers, posters, clothing and/or literature of any kind; direct or implied propositions, or requests for dates; and
- questions about sexual activity.

Mutual attraction or friendship with consent is not sexual harassment.

“Victimisation” is unfairly treating people for complaining or helping others to complain, either within the organisation or to the relevant statutory authority. Unlawful victimisation is unfair treatment for complaints about discrimination or sexual harassment.

“Bullying” is behaviour that includes the repeated less favourable treatment of a person by another or others in the workplace, which may be considered unreasonable and inappropriate workplace practice. It includes behaviour that intimidates, offends, degrades or humiliates an employee.

These matters are covered more comprehensively in the Ahrens Workplace Harassment and Bullying Policy.

Ahrens will not tolerate any form of harassment, discrimination and/or victimisation based on any grounds, including, but not limited to, the following:

- sex;
- chosen gender;
- sexuality;
- race, colour, nationality, descent and ethnic, ethno-religious or national extraction;
- physical or intellectual disability;
- family or carer’s responsibilities;
- age;
- religion;
- political opinion;
- trade union membership or non-membership;
- trade union or employee representative activity;
- criminal record;
- medical record;
- spouse or partner’s identity;
- pregnancy or potential pregnancy; or
- marital or partnership status.

Whilst workplace harassment based on other factors is not specifically deemed unlawful by equal employment opportunity laws throughout Australia, occupational health and safety laws require Ahrens to do all that is reasonably practicable to ensure employees are safe from injury and risks to health at work. Accordingly, Ahrens acknowledges its responsibility to provide a harassment-free workplace.

If any employee feels that they have been discriminated against or harassed, they may make a complaint by following *04.05 Issue Resolution* procedure.

Management will ensure all complaints of discrimination or harassment will be investigated quickly and fairly and treated with complete confidentiality. Any employee found guilty of perpetrating or condoning discrimination, victimisation or harassment will be disciplined, or in serious cases, have their employment contract terminated.

Ahrens has the right to control, direct and monitor work performance and the right to give legitimate comment on performance or work related behaviour.

A copy of this Equal Employment Opportunity Policy shall be displayed and it is the responsibility of management and supervisory staff to ensure that it is understood, implemented and maintained at all levels in the Company.



Stefan Ahrens
Managing Director, Ahrens Group Pty Ltd

