



### 1.0 INTRODUCTION

- 1.1 The Reed Group is committed to the implementation and continual improvement of industrial relations and best management practices within our business and on our projects.

### 2.0 GOALS AND OBJECTIVES

- 2.1 Our goal is to manage industrial relations proactively by developing cooperative relationships with our employees, clients, subcontractors and suppliers.
- 2.2 Our objectives are to:
- Improve job security and opportunity for our employees.
  - Provide fair wages and enhanced employment conditions.
  - Enhance the company occupational health and safety performance.
  - Eliminate disputes, discrimination and harassment.
  - Promote long term employment and career opportunities at all levels.
  - Improve our competitiveness, viability and profitability to provide tangible benefits for our stakeholders, subcontractors and suppliers.
- 2.3 We aim to achieve our goal through:
- Involvement, communication and consultation.
  - Clear policy, procedures and responsibility.
  - Superior, long term workforce.
  - Adequate training and resources.
  - Strong leadership and management commitment.
  - Continuous improvement.
- 2.4 The Reed Group acknowledges enterprise bargaining as an appropriate way for employers and employees to set fair terms and conditions of employment and respects and encourages the rights of employees to be adequately and appropriately represented in the process. Only through a fair process can we ensure that there is a mutual commitment by all the parties to achieve efficiency, productivity and competitiveness.
- 2.5 We will assess all subcontractors and suppliers for their ability to comply with their employee and industrial relations management obligations. We will only do business with subcontractors and suppliers who can demonstrate their ability to comply and who do not engage in practices or arrangements designed to avoid their obligations towards their employees.
- 2.6 Reflective commercial contracts and ethical business practices shall be used when entering into any agreement.
- 2.7 We seek the support of our employees, subcontractors and suppliers to achieve our industrial relations policy and a commitment to continuously fulfil their legal obligations.

Dated: 25 January 2009