

## EQUAL OPPORTUNITIES POLICY

A W Edwards Pty Limited has a goal to provide a positive climate of innovation, flexibility, inclusion, opportunity and growth. In achieving this, A W Edwards believes it will enhance the quality of our work and the productivity of our workforce.

It is the policy of A W Edwards Pty Limited to treat all employees and job applicants fairly and equally regardless of their sex, sexual orientation, marital status, race, colour, nationality, ethnic or national origin, religion, age, disability or union membership status.

Furthermore, A W Edwards will ensure that no requirement or condition will be imposed without justification which could disadvantage individuals purely on any of the above grounds. The policy applies to recruitment and selection, terms and conditions of employment including pay, promotion, training, transfer and every other aspect of employment.

### A W Edwards are committed to:

- Promoting equality of opportunity for all persons;
- Promoting a good and harmonious working environment in which all persons are treated with respect;
- Preventing occurrences of unlawful direct discrimination, indirect discrimination, harassment and victimisation;
- Fulfilling all our legal obligations under the equality legislation and associated codes of practice;
- Complying with our own equal opportunities policy and associated policies;
- Taking lawful affirmative or positive action, where appropriate; and
- Regarding all breaches of equal opportunities policy as misconduct which could lead to disciplinary proceedings.

A W Edwards will regularly review its procedures and selection criteria to ensure that individuals are selected, promoted and otherwise treated according to their relevant individual abilities and merits.

A W Edwards is committed to the implementation of this policy and to a programme of action to ensure that the policy is, and continues to be, fully effective. The overall responsibility for the policy lies with the HR Manager. However, all staff are required to comply with the policy and to act in accordance with its objectives so as to remove any barriers to equal opportunity.

Any act of discrimination by employees or any failure to comply with the terms of the policy will result in disciplinary action. Employees who believe that they have suffered any form of discrimination, harassment or victimisation are entitled to raise the matter through the agreed procedures as outlined in the Human Resources Procedures Manual. A copy of this Procedure is available from the HR Manager. All complaints of discrimination will be dealt with seriously, promptly and confidentially.



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### GREG D'ARCY

Chief Executive Officer  
A W Edwards Pty Limited

01/07/2020

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