

## **INDUSTRIAL RELATIONS POLICY**

### **Policy Statement**

It is the policy of Waters Excavations Pty Ltd to operate our business in a manner that provides and preserves a harmonious place of work for all our workers within the bounds of the applicable industrial relations instruments including agreements and awards, and where all levels of management are focused on ensuring that all work is carried out with minimal disruption and with maintained industrial harmony.

### **Aims and Objectives**

We consider that the good management of industrial relations is an important aspect of our business. To achieve this, we will:

- Provide a safe and harmonious working environment which aims to keeping our workers content and achieving our operational goals.
- Operate within a working environment that promotes a good work life balance where employees enjoy good jobs with sufficient hours and fair pay.
- Develop and improve the skills of workers through training to enable them to work efficiently in a constantly evolving environment and to strive to reach their maximum potential.
- Define and regularly review individual and team roles, responsibilities and accountabilities
- 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 company;
- Facilitate appropriate regulation of employment through awards, and employment contracts.

### **Responsibilities**

Management of Waters Excavations Pty Ltd will:

- Provide fair and reasonable management of industrial issues and expect the same from all other interested parties
- Maintain an open relationship with our workers, any of their representatives, and with other interested parties.
- Apply all policies and procedures in an equitable and fair manner regardless of position
- Promote open and effective communication between workers at all levels and resolve disputes quickly and efficiently
- Encourage open and honest communications at all times.

**MANAGING DIRECTOR: MICHAEL WATERS**

**1<sup>st</sup> March 2021**