

# DITCHFIELD

## EQUAL EMPLOYMENT OPPORTUNITY POLICY

Ditchfield Contracting is a civil and mining construction company that has been operating since 1994. This Equal Employment Opportunity Policy applies to all Ditchfield employees and operating contracted sites.

Ditchfield Contracting Pty Ltd (Ditchfield) is an Equal Employment Opportunity (EEO) employer. We do not discriminate on grounds of age, ethnic or social origin, gender, sexual orientation, politics or religion. We believe that all employees have a right to work in an environment free of discrimination and harassment.

The aim of this policy is to eliminate any form of discrimination and to promote our commitment to providing an environment which is safe for all employees.

This policy and its goals cannot be achieved without effective cooperation and support from ALL employees and contractors.

This will be achieved by:

- Any reports of discrimination or harassment will be treated seriously and investigated promptly, confidentially and impartially. A written complaint is not required.
- Disciplinary action will be taken against anyone who discriminates against a co-worker. Discipline may involve a warning, transfer, counselling, demotion or dismissal, depending on the circumstances.
- No employees will be disadvantaged in their employment conditions or opportunities as a result of lodging a complaint.
- It is the intent of the company to provide equal opportunity for employment, wages, benefits, promotions and all other privileges and terms and conditions of employment including decisions on redundancies, retrenchments and terminations.
- Employing people that are the best match of professional skills and abilities consistent with the position requirements.

This policy will be reviewed every 3 years and will be communicated to our employees, customers, suppliers and subcontractors. It is available to the public via the Company's website [www.ditchfield.com.au](http://www.ditchfield.com.au)



**WARREN DITCHFIELD**  
**Managing Director**  
 19<sup>th</sup> December 2022



QHS Certification Services



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