Industrial Relations Policy

Our Company is committed to achieving industry best practice to achieve the best employee and industrial relations outcomes possible.

Our company will:

- Ensure a safe and healthy working environment for all employees;
- Improved efficiency and productivity in all areas of our business to ensure suitable growth in our profit and benefits to all staff;
- Respect an individual's right to choose how they wish to be represented in the workplace;
- Promote open and effective communication between workers at all levels and resolve disputes quickly and efficiently;
-
- Monitor industrial relations performance and activities of subcontractors and maintaining effective communication with them, while recognising their right to have their own industrial relations policies and arrangements. Queensland Glass will from time to time request that subcontractors provide evidence of compliance with relevant Industrial Relations practices;
- Hold regular workforce briefings on business changes and developments;
- Hold workforce briefings on task specific activities such as projects and/or changes to Occupational Health and safety or Environmental requirements. These briefings may be captured in tool-box style meetings;
- Seek to maintain a workplace where the Company's values are maintained and where everyone is treated with respect and in a fair manner when differences of opinion or grievances are raised;
- Resolve any grievances as early as possible;
- Ensure that unresolved grievances are referred up to the line of management, seeking expert assistance and advice as necessary to resolve the grievance.

Management seeks the cooperation from all employees in the realising our Industrial Relation Objectives and obligations. All parties will be advised of agreed changes and the arrangements for their implementation.

Management will regularly review the business policies, procedures, processes and performance, and identify and implement required corrective and preventive action, within an overall philosophy of continuous improvement.

Queensland Glass has active Directors who all work in the business on a day to day basis. As such, they become the first and ultimate contact for all issues pertaining to industrial relations. Effective communication between all stakeholders is a priority and is encouraged through open access to Directors via face to face meetings, electronic and written communications or telephone contact.

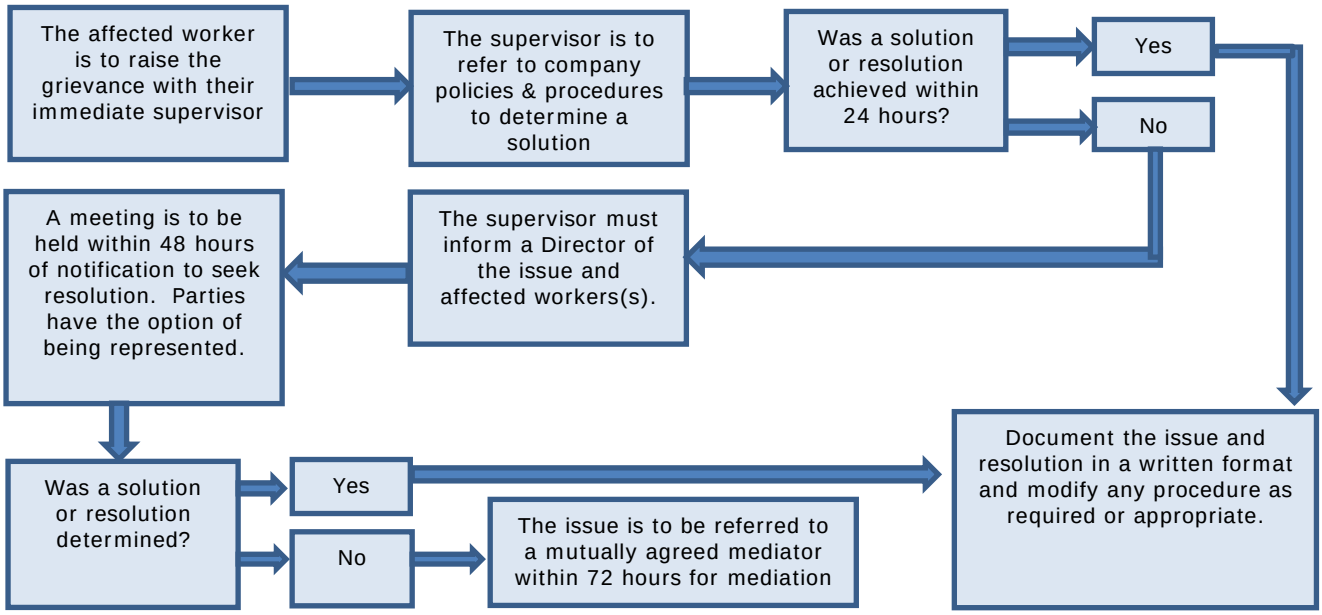
Directors may be contacted by the following methods:

- Phone 07 3890 6099
- Email sales@queenslandglass.com.au
- Post to PO Box 253, Cannon Hill Qld 4170

Dispute Settlement

All parties are required to make every effort to resolve grievances or disputes with their employees and applicable parties at the appropriate level, in accordance with the relevant award or workplace arrangement.

The parties are committed to continue working towards the elimination of lost time through close consultation and cooperation with those directly affected and through effective operation of grievance/dispute procedures outlined below.



Where required by legislation or when a project warrants such due to its size of complexity, Queensland Glass will develop and track a Workplace Relations Management Plan that identifies industrial relations issues relevant to commercial fitout and detail specific actions for occurrences of grievance disputes, site issues or any other unforeseen action that may impact productivity. The parties to the dispute shall involve the Principal Contractor.

Greg McDonell
Group Managing Director

Date: 01/07/2019
Review Date: 01/07/2020