



## **Workforce Diversity POLICY**

Ground One Civil is committed to providing a workplace that embraces gender equality and promotes the rights, interests and wellbeing of all women and girls.

Ground One Civil is 100% female owned and operated business and it is everyone's responsibility to ensure that breaches of this policy do not occur. All complaints of this nature will be taken seriously and will be reported to the line manager, HR/IR representative, Supervisor or Managing Director.

### **This commitment includes and covers:**

- Behaviours or a series of behaviours which may constitute any form of discrimination or harassment where one is treated less favourably on the grounds of race, colour, gender, religion, political opinion, sex, pregnancy or potential pregnancy, breastfeeding, marital status, physical or mental disability, sexual orientation, union affiliation, national extraction or social origin, age and family or carers responsibilities, these are all considered an offence and will be actioned.
- Any behaviour applied to a person or a group of people repeatedly that is unreasonable towards a worker or a group of workers that creates a risk to health and safety; and
- Any behaviour or a series of behaviours that is unwelcome, unsolicited, unreciprocated and/or unfairly or unreasonably offends, humiliates, intimidates, belittles, undermines, scares, excludes or embarrasses anyone it is directed at, anyone who observes or sees such behaviours.

### **Our commitment includes:**

- Conducting a thorough, balanced, and independent workplace investigation and applying disciplinary actions and/or procedural improvements to substantiated claim.
- Actioning all findings in a serious and supporting manner and providing the necessary support to do so.
- Whereby practicable, respecting confidentiality and maintaining discretion of all parties involved in any complaint.
- Reviewing procedures to ensure they remain appropriate and effective.

- Complying with all relevant legislation, regulations, standards, and codes of practice that are applicable to this organisation.
- Providing training, education, and resources to staff to implement policy.
- Identifying and quickly resolving issues that may arise.
- Regularly monitoring actions and behaviours; and
- Ensuring that people more generally are aware of our policy, process, and procedures.

**Our commitment to our community includes:**

- Addressing issues identified by members of the community and clients so that complaints and concerns are quickly and adequately addressed.

This policy is reviewed annually to ensure it remains relevant and appropriate to the organisation.

**Director:**

**Name:** Jody Gropler

**Signature:** *Jody Gropler*

**Date:** 12<sup>th</sup> of Jan 2026

