

ANTI-HARASSMENT POLICY

Pindan is committed to providing workplaces that are free from discrimination and harassment. No person has the right to harass or bully others at work or in any situation related to work. Pindan does not tolerate such behaviour and is committed to providing a work environment which is pleasant, safe and enjoyable where all employees and subcontractors are treated with dignity, courtesy and respect.

Legal Considerations

Harassment is a form of unlawful discrimination. Pindan has a Duty of Care to provide and maintain a safe working environment for its employees, subcontractors or others working on its behalf or visiting its workplaces. This duty includes eliminating or reducing the risk of discrimination and harassment.

Employees also have a Duty of Care to ensure they work in a safe manner without risk to fellow workers or others in the workplace. Bullying, harassment or assaults on other workers or workplace visitors may constitute a breach of the law. Incidents of harassment including those that involve physical assault, indecent exposure, stalking, sexual assault and obscene communication are considered criminal acts.

Implications of Harassing Behaviour

Acting in a harassing manner is deemed to be serious misconduct. Anyone that experiences or witnesses harassment should report it as soon as possible to their immediate supervisor or the designated Pindan Anti-Harassment Officer in their workplace. When harassment is reported, it is investigated quickly in accordance with the Pindan Anti-Harassment Procedure. Where necessary a formal investigation is undertaken.

Employees or others undertaking work on behalf of Pindan found to have breached the Anti-Harassment Procedure may face disciplinary action.

Depending on the circumstances, such disciplinary action could include: education or training, counselling, a formal warning, demotion, suspension, exclusion and even dismissal. Disciplinary action may also be undertaken where persons intentionally make false allegations of harassment or those in a position of authority knowingly tolerate harassment.

Commitment

Pindan is committed to providing a work environment that is pleasant, safe and free from discrimination and harassment. The appointed Anti-Harassment Officer(s) for this workplace is/are: Greg House, HSE Manager

Some examples of discriminatory or harassing behaviour include:

- > Bullying or mocking a work colleague through teasing or pranks;
- > Threatening or abusing another person;
- > Publicly humiliating another person – especially if it is an abuse of position;
- > Excluding a less popular team member from activities; and
- > Disrupting an individual's work, work space, equipment or interfering with their personal property.

Tony Gerber
Managing Director
June 2020



PINDAN