

JTH Engineering Pty Ltd is committed to creating a workplace where all employees feel respected, valued, and safe. We are dedicated to preventing sexual harassment in all forms by fostering a culture of respect, inclusivity, and accountability. This policy outlines our proactive approach to preventing sexual harassment and maintaining a workplace free from harassment.

Sexual harassment is any unwelcome verbal, visual, or physical conduct of a sexual nature that interferes with a person's work performance or creates an intimidating, hostile, or offensive work environment. Sexual harassment can include, but is not limited to:

- Inappropriate staring or leering.
- Displaying sexually explicit materials.
- Inappropriate physical contact, such as unwelcome touching.
- Repeated unwelcome invitations for dates or social activities.
- Inappropriate comments, jokes, or visual displays of a sexual nature.
- Unwanted sexual advances, propositions, or requests for sexual favours.
- Any other conduct that creates an intimidating, hostile, or offensive working environment.

JTH Engineering is committed to the provision of a fair, healthy and safe workplace in which everyone is treated with dignity and respect and in which no individual or group feels offended, threatened or intimidated. Management will take all reasonable steps to uphold the rights of employees by providing a workplace that is safe and free from sexual harassment.

To achieve these policy objectives, management will:

- Clearly communicate the Company's code of conduct standard.
- Clearly communicate consequences for behavioural and policy violations.
- Provide training and education for employees on what constitutes sexual harassment.
- Provide clear reporting channels for employees to report harassment concerns confidentially.
- Provide care and support to victims of sexual harassment through the Company's EAP.
- Ensure prompt, thorough and confidential investigations of sexual harassment reports.
- Enforce a zero-tolerance policy toward any form of discrimination, including sexual harassment.
- Implement a sexual harassment prevention plan as part of our legal and moral obligations.

This policy statement shall be displayed at our Townsville office and is communicated to employees during the Safety Induction, and accessible via our Company website. We will review this policy periodically to ensure it remains relevant to the needs of the Company and our clients.

The directors and senior managers endorse this policy to confirm their personal commitment to promoting and maintaining a respectful, safe, and inclusive environment for all employees.

**JTH ENGINEERING IS COMMITTED TO PROVIDING A SAFE AND HARASSMENT FREE WORKING
ENVIRONMENT THROUGH RESPONSIBLE MANAGEMENT**