

JTH Asset Management Pty Ltd is an Equal Employment Opportunity Employer, as such our Equal Employment Policy aims to achieve a productive and harmonious workplace for all employees and recognises the right of everyone to be treated with dignity and respect. This Policy applies to all JTH employees, subcontractors, visitors and any prospective applicants seeking employment.

Equal Employment Opportunity (EEO) within JTH means that our employment policies and practices are based on, and operate according to, the principle of merit. This means that employees are treated fairly and equitably when making employment decisions and that unlawful discrimination does not take place.

The basis for each individual selection and progression is by virtue of their qualification, experience, and ability to safely and efficiently undertake the duties associated with the position. JTH understands that it is against the law to discriminate against anyone on the basis of their age, sex, religion, gender identity, disability, impairment, industrial activity, marital status, sexual orientation or ethnic background.

JTH aims to achieve these policy objectives by:

- Taking all reasonable steps to prevent bullying, harassment and/or discrimination in our workplace.
- Investigating legitimate concerns or complaints of alleged bullying, harassment or discrimination.
- Providing education to employees around discrimination and inappropriate behaviour in the workplace.
- Providing appropriate support via our Employee Assistance Program for victims of abuse.

JTH will also endeavour to meet these objectives by complying with site regulations and the following:

- Work Health & Safety Act 2011
- Racial discrimination Act 1975
- Sexual discrimination Act 1984
- Queensland Anti-discrimination Act 1991
- Equal opportunity for women in the Workplace Act 1999

This policy statement shall be displayed at our JTH office in Mackay and is communicated to employees during our 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 of JTH endorse this policy to confirm their personal commitment in maintaining a fair, equitable and diverse workplace, free of discrimination for all employees within our organisation.

JTH IS COMMITTED TO PROVIDING A FAIR WORKPLACE THOROUGH RESPONSIBLE MANAGEMENT.

Jason Trannore | Director

Dan Hollis | Director