



Construction
Civil & Rail



Trade
Services



Mining Resources
& Energy



Maintenance



Cleaning



Landscaping



Science &
Technology



Hospitality



Labour Hire



Recruitment



Traffic
Management



Health



Harassment Policy

At New Start, we are committed to creating an environment where everyone is treated with respect and dignity.

Harassment of any kind is illegal. This includes any form of harassment based on sex, race, religion, disability, and age.

You are liable for your own behaviour and New Start is liable for the behaviour of all employees. We will take appropriate action, up to and including dismissal, if it is proven that any employee harassed or victimised another employee, customer or supplier.

Harassment is unacceptable and can take the following forms:

- demanding sexual favours or persistent unwanted attention
- crude jokes, name calling, offensive gestures
- yelling and screaming or deliberately ignoring people
- pornographic magazines, racial graffiti, lewd screensavers, posters
- unwanted touching, pinching or massaging
- bullying, swearing, physical threats
- not supporting injured workers
- making fun of people's differences
- leering and staring

In accordance with the law, the Company policy is to ensure that managers, supervisors, workmates, customers and clients do not subject any New Start employee to any form of harassment.

Harassment is considered to be wilful misconduct and is an offence, which can result in summary dismissal.

If you believe that you are being harassed, you have the legal right to speak out in order to prevent it happening:

- You can tell the person that you find their behaviour offensive and that it is against the law. Insist they stop. If they don't stop, advise your Manager immediately.
- The complaint will be investigated and the appropriate corrective action will be taken. Problems and concerns will be treated seriously, fairly, quickly and confidentially.

New Start is committed to providing a Harassment Free Environment for its permanent and casual employees.

Daniel Phillips

Managing Director

Dated February 2018