

Industrial Relations Policy

The aim of this policy is to adopt open and transparent practices in matters pertaining to industrial relations matters.

PART 1. Introduction

Touch Projects is committed to conduct its business in a manner that provides and preserves a harmonious place of work for all our employees and contractors within the scope of applicable industrial relations instruments including agreements and awards, and where all levels of management are focused on ensuring that all work is carried out with minimal disruption and with maintained industrial harmony.

PART 2. Scope

Touch Projects' Industrial Relations Policy applies to all employees and contractors who work at any Touch Projects' workplaces, project sites and clients' offices whilst carrying out the company's activities.]

PART 3. Aim

Touch Projects is committed to:

- i. Providing a safe and harmonious working environment which is conducive to keeping us employees and contractors' content whilst achieving our operational goals.
- ii. Employing staff based on employment contracts that comply with all applicable industrial laws,

awards, and National Employment Standards (NES).

- iii. Complying with all applicable industrial laws, regulations, statutory obligations, award, agreements and National and State codes of practice and guidelines including the Fair Work Act 2009 and National Employment Standards (NES).
- iv. Encouraging all employees and contractors working on our projects to comply with applicable awards and workplace arrangements.
- v. Monitoring contractor industrial relations performance and activities, develop and maintain an effective communication process with them, while recognising their right to have their own industrial relations policies and arrangements.
- vi. Continually developing and improving the skills of employees to enable them to work efficiently in a constantly evolving work environment and to strive to reach their maximum potential.

PART 4. Responsibility

Directors and Senior Management are accountable for the development, communication, and implementation of this Industrial Relations Policy to ensure a harmonious workplace.

Industrial Relations Policy

Directors and Senior Management may be contacted by telephone on (03) 70183136 or by post to Level 35, 477 Collins Street Melbourne VIC 3000.

The Directors of the Company as at the date of this policy are:

Nick Savvas

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John Christou

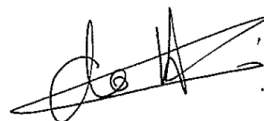
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All levels of management will:

- i. Provide fair and reasonable management of industrial relations issues and expect the same from all other stakeholders.
- ii. Always maintain an open relationship with our employees and contractors.
- iii. Apply all policies and procedures in an equitable and fair manner to all stakeholders, regardless of position.
- iv. Promote open and effective communication between employees, suppliers and subcontractors at all levels and resolve disputes equitably, quickly, and efficiently.
- v. Always encourage open and honest communications in industrial relations matters.



Nick Savvas
CEO



John Christou
General Manager

Policy issued on: 5 May 2021

Review Date: 5 May 2023