

Diversity Inclusion Policy

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Approved By	Ashley	Gallagher	Managing Director	Sunday, 8 June 2025

Diversity and Inclusion Policy

1. Purpose

This Diversity and Inclusion Policy outlines Ashbridge Constructions' commitment to fostering, cultivating, and preserving a culture of diversity, equity, and inclusion in compliance with Australian law.

2. Scope

This policy applies to all employees, contractors, volunteers, and visitors of Ashbridge Construction regardless of their position or status.

3. Policy Statement

Ashbridge Construction is committed to creating and maintaining a workplace in which all employees can participate and contribute to their full potential. We recognise the importance of reflecting the diversity of our customers and markets in our workforce. The diverse capabilities that reside within our talented workforce position Ashbridge Construction to anticipate and fulfil the needs of our varied customers, providing high-quality products/services.

4. Legal Framework

This policy is based on and aims to comply with relevant Australian legislation, including but not limited to:

- Age Discrimination Act 2004 (Cth)
- Disability Discrimination Act 1992 (Cth)
- Racial Discrimination Act 1975 (Cth)
- Sex Discrimination Act 1984 (Cth)
- Australian Human Rights Commission Act 1986 (Cth)
- Fair Work Act 2009 (Cth)
- Workplace Gender Equality Act 2012 (Cth)

5. Definitions

Diversity:

The range of human differences, including but not limited to race, ethnicity, gender, gender identity, sexual orientation, age, social class, physical ability or attributes, religious or ethical values system, national origin, and political beliefs.

Inclusion:

Involvement and empowerment, where the inherent worth and dignity of all people are recognised.

Equity:

The fair treatment, access, opportunity, and advancement for all people, while at the same time striving to identify and eliminate barriers that have prevented the full participation of some groups.

6. Responsibilities

6.1 Leadership Responsibilities

The leadership team at Ashbridge Construction is responsible for:

- Modelling inclusive behaviours and attitudes
- Ensuring that diversity and inclusion initiatives are implemented and maintained
- Providing necessary resources and support for diversity and inclusion programs
- Regularly reviewing and assessing the effectiveness of this policy

6.2 Employee Responsibilities

All employees are responsible for:

- Treating colleagues, customers, and stakeholders with respect and dignity
- Participating in diversity and inclusion training and initiatives
- Reporting any instances of discrimination or harassment
- Contributing to a positive and inclusive work environment

7. Recruitment and Selection

Ashbridge Construction is committed to:

- Attracting and retaining a diverse range of talented individuals
- Ensuring that our recruitment and selection processes are free from bias
- Providing equal employment opportunities to all qualified individuals
- Complying with the "merit principle" as outlined in Australian employment law

8. Career Development and Progression

Ashbridge Construction will:

- Provide equitable access to training and development opportunities
- Ensure that promotion decisions are based on merit and potential
- Support flexible working arrangements where operationally viable
- Implement mentoring and sponsorship programs to support career progression for underrepresented groups

9. Workplace Flexibility

Ashbridge Construction recognises the importance of flexible work arrangements in supporting diversity and inclusion. We will:

- Offer flexible working options where operationally viable
- Consider all requests for flexible working arrangements fairly and consistently
- Comply with the National Employment Standards regarding the right to request flexible working arrangements

10. Discrimination and Harassment

Ashbridge Construction has zero tolerance for discrimination, harassment, or bullying of any kind. We will:

- Promptly investigate all complaints of discrimination or harassment
- Take appropriate disciplinary action against those found to have engaged in discriminatory or harassing behaviour
- Provide support and protection for individuals who report discrimination or harassment

11. Grievance Procedure

Employees who believe they have been subjected to any kind of discrimination that conflicts with this policy and initiatives should seek assistance from their supervisor or an HR representative.

12. Monitoring and Review

Ashbridge Construction will:

- Regularly collect and analyse diversity data to monitor progress
- Conduct annual diversity and inclusion surveys
- Review and update this policy annually to ensure its continued effectiveness

13. Training and Education

Ashbridge Construction will provide regular training on diversity and inclusion topics, including:

- Unconscious bias training
- Cultural competence workshops
- Inclusive leadership development

14. Supplier Diversity

Ashbridge Construction is committed to promoting diversity within our supply chain by:

- Actively seeking out diverse suppliers
- Ensuring our procurement processes are accessible to diverse businesses
- Complying with any relevant supplier diversity requirements in government contracts

15. Community Engagement

Ashbridge Construction will engage with the broader community to promote diversity and inclusion by:

- Participating in community events that celebrate diversity
- Supporting organisations that promote equality and inclusion
- Engaging with diverse community groups to understand their needs and perspectives

16. Reporting

Ashbridge Construction will comply (when required) with all relevant reporting requirements, including:

- Workplace Gender Equality Agency (WGEA) reporting for organisations with 100 or more employees
- Any diversity reporting requirements specified in government contracts or industry standards

By implementing this Diversity and Inclusion Policy, Ashbridge Construction aims to create a workplace where all individuals feel valued, respected, and empowered to contribute their full potential.

This signed statement confirms our commitment to this Policy.

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