

EQUAL EMPLOYMENT OPPORTUNITY POLICY

Purpose

This policy will assist Spinifex to provide a workplace that is free from discrimination and harassment. Your sex, marital status, pregnancy, race, age, disability, or sexuality make no difference to us. What matters to us is that you are the best person for the job, and that you do a good job.

This policy applies to all employees (including and prospective employees of Spinifex).

Scope

No discrimination or harassment

We recognize that you cannot perform productively if you feel someone within the organisation is treating you unfairly; discriminating against you, or harassing you because of your sex, marital status, pregnancy, race age, disability, homosexuality or transgender (trans-sexuality). That is why we will not support any type of discrimination or harassment in our workplace. We will also not tolerate assault, bullying, verbal or written abuse or malicious damage.

There is to be no sexual harassment, sexist harassment, racist harassment, or any other type of harassment and/or discrimination that is against the law in our workplace.

Direct Discrimination

Direct discrimination is when it is quite clear that someone has treated you differently because of your sex, race and so on for example, if: -

- A manager decides to give training opportunities only to employees under the age of 50, this is direct discrimination.
- A supervisor decides to employ only men, or only women, or only people from a particular racial background for certain types of jobs, this is either direct sex discrimination, or direct race discrimination.

Indirect Discrimination

This is when:

- You are treated the same as everyone else, but
- Doing this disadvantages more people from a particular group than people from other groups. For example, it might disadvantage more people from your sex than

the other sex, or more people from your ethnic back ground than other ethnic back grounds.

- In this sort of case, if the treatment is not reasonable in all the circumstances it will be indirect discrimination against the law/ our Policy.

Fair Recruitment

We will recruit employees fairly, on the basis of merit, that is, the person who is the best person for the job, will get the job.

Fair Access to Workplace Opportunities and Benefits

We will give every employee fair access to all workplace opportunities and benefits.

All managers and supervisors must make fair, non-discriminatory decisions about everything to do with work. This includes such things as:-

- Training and development opportunities.
- Promotion opportunities.
- Work Allocation.
- Shifts, rosters, hours of work and overtime.
- Salary levels and Packages.
- Leave Arrangements (of all types.)
- Pregnancy arrangements and maternity and parental leave.
- Performance Assessments.
- Disciplinary procedures and "Punishments."
- Restructuring.

We will encourage every employee to make full use of their particular skills and abilities.

A Fairer Go for All People from Previously Disadvantaged Groups

We will take particular care to make sure that groups that have been disadvantaged in the past in many workplaces (for example, women, people from racial or religious minorities, people with disabilities, older workers and younger workers) are not disadvantaged at Spinifex.

Employees with a Permanent or Temporary Disability

We will take particular care to make sure that we do not discriminate against employees or job applicants who have either a temporary or permanent physical, intellectual or psychiatric disability or illness.

We will provide such employee with any facilities or services they need to enable them to do essential parts of their job- as long as it is possible for us to do this.

We will recommend that if employees require temporary or long term help they discuss this with their supervisor or manager.