



FAIR WORK POLICY

M&E Solutions is dedicated to fostering a fair and lawful workplace, ensuring equal opportunities, fair treatment, and respect for workers' rights in all operations. We aim to eliminate discrimination, harassment, and exploitation while adhering to high ethical and legal employment standards.

Scope

This policy applies to all employees, contractors, suppliers, and partners of M&E Solutions, across all operations and projects.

Policy Statement

- **Equal Opportunity, Discrimination, and Harassment**

- All employment decisions (recruitment, promotion, training) are based on merit, free from discrimination based on race, sex, gender identity, age, disability, religion, or other protected attributes.
- Harassment, bullying, and victimisation are prohibited.
- Reasonable workplace adjustments will be provided for employees with disabilities, unless it causes unjustifiable hardship.

- **Remuneration**

- Pay is fair, equal for equal work, and complies with the *Fair Work Act 2009*, National Minimum Wage, and applicable Modern Awards.
- Salaries reflect role, experience, and market rates, with annual reviews. Benefits include superannuation and leave entitlements.

- **Rights and Protections**

- **Right to Work:** Legal work authorization is required, verified via VEVO.
- **Freedom of Association and Collective Bargaining:** Employees may join unions and negotiate agreements without interference.
- **Forced Labour and Modern Slavery:** Prohibited in operations and supply chains, as per the *Modern Slavery Act 2018*. Refer to Modern Slavery Policy for details.
- **Child Labour and Young Workers:** No employment under 15 (except lawful apprenticeships); young workers (15-18) are protected from hazardous work and educational interference.

Responsibility and Implementation

Senior management, led by the directors, is responsible for enforcing the Fair Work Policy. All managers and employees must follow it and report any issues.

Review and Update

We'll review this policy regularly and update it as needed to keep our workplace fair and lawful.

Handwritten signature of Peter Valeontis in blue ink.

Peter Valeontis - Director

Handwritten signature of Paul Grabham in blue ink.

Paul Grabham - Director