



**OZSTAFF SAFE@WORK**

# SOCIAL RESPONSIBILITY POLICY

This is the OzStaff Holdings Pty Ltd **Corporate Social Responsibility/Accountability Policy**.

## **POLICY BRIEF & PURPOSE**

Our Corporate Social Responsibility (CSR) company policy refers to our responsibility toward our environment and wider society. Our company's existence is not lonely. We acknowledge it is a part of a bigger system of People, Values, Other organizations and Nature. The social responsibility of a business is to give back to the world just as it gives to us and we will make our contribution in measure and with cognition to all other Compliance regulations governing our Business and Industry.

### **What is corporate social responsibility?**

Our Corporate Social Responsibility (CSR) company policy outlines our efforts to give back to the world as it gives to us.

We acknowledge the Environmental and Social footprints we can advance in diversity, equity and through mutual respect and will seek out opportunities to make an impact.

## **SCOPE**

This policy applies to our company and its subsidiaries and where practical we will seek to influence our suppliers and partners.

### **Policy elements**

We want to be a responsible business that meets the highest standards of ethics and professionalism and our Governance will be always be mindful of that goal at all levels of Management.

Our company's social responsibility falls under two categories: **compliance** and **proactiveness**. Compliance refers to our company's commitment to legality and willingness to observe community values. Proactiveness is every initiative to promote human rights, help communities and protect our natural environment.

### **Compliance**

#### **Legality**

Our company will:

- Respect the law
- Honour its internal policies
- Ensure that all its business operations are legitimate
- Keep every partnership and collaboration open and transparent

#### **Business ethics**

We will always conduct business with integrity and respect to human rights. We will promote:

- Safety and fair dealing
- Respect toward the consumer

- Anti-bribery and anti-corruption practices

## **CORPORATE SOCIAL RESPONSIBILITY**

### **Protecting the environment**

Our company recognizes the need to protect the natural environment. Keeping our environment clean and unpolluted is a benefit to all. We will always follow best practices when disposing garbage and using chemical substances. Stewardship will also play an important role.

### **Protecting people**

We will ensure that we:

- Do not risk the health and safety of our employees and community.
- Avoid harming the lives of local and indigenous people.
- Support diversity and inclusion.

### **Human rights**

Our company is dedicated to protecting human rights. We are a committed equal opportunity employer and will abide by all fair labour practices. We will ensure that our activities do not directly or indirectly violate human rights in any country (e.g. forced labour).

### **Proactiveness**

#### **Donations and aid**

Our company may preserve a budget to make monetary donations. These donations when possible will aim to:

- Advance the arts, education, and community events.
- Alleviate those in need.

#### **Volunteering**

Our company will encourage its employees to volunteer. They can volunteer through programs organized internally or externally. Our company may sponsor volunteering events from other organizations.

#### **Preserving the environment**

Apart from legal obligations, our company will proactively protect the environment. Examples of relevant activities include:

- Recycling
- Conserving energy
- Organizing reforestation excursion.

#### **Supporting the community**

Our company may initiate and support community investment and educational programs. For example, it may begin partnerships with vendors for constructing public buildings. It can provide support to non-profit organizations or movements to promote cultural and economic development of global and local communities.

### **Learning**

We will actively invest in R&D where Budget allows. We will be open to suggestions and listen carefully to ideas. Our company will try to continuously improve the way it operates.

Our company is committed to the United Nations Global Compact. We will readily act to promote our identity as a socially aware and responsible business. Management must communicate this policy on all levels. Managers are also responsible for resolving any CSR issues.

### **More information:**

Please contact our compliance department on 1300 OZSTAFF on email [compliance@ozstaff.com](mailto:compliance@ozstaff.com)