

Bullying and Harassment Policy

Global Rail Australia understands that it has a legal duty, under Occupational Health and Safety Legislation, to provide a safe and healthy working environment for its employees, contractors, visitors, and any other persons that may be affected by its' business operations. Global Rail Australia is committed to providing a workplace environment in which all persons are treated with respect and dignity. It is the expectation of Global Rail Australia that people will conduct themselves in a manner that is consistent with this commitment.

What is Bullying and Harassment?

Workplace bullying shall be classed as repeated, unreasonable or inappropriate behaviour towards a worker, or group, which creates a risk to health and safety.

Harassment shall be classed as any unwanted physical, verbal or psychological conduct that a reasonable person would consider offensive, abusive or humiliating.

For the purpose of this Policy only, the workplace is defined as a place where Global Rail Australia conducts business, social or educational activities and includes without limitation:

- At the office or main business location
- Work assignments at other locations, including client sites
- At work related events, training or conferences
- During travel necessary to carry out work instructions
- Over the telephone, mobiles, e-mail and social media
- At social functions organised by the company

Responsibilities

Global Rail Australia shall ensure that:

- All personnel are informed and aware of this Policy
- Personnel are encouraged to report instances of bullying or harassment
- Persons reporting, or victims of, bullying & harassment are not discriminated against
- All reports of bullying & harassment are investigated and addressed in line with legislative and regulative requirements as well as internal issue resolution procedures.
- Resources and support channels are freely available to victims of bullying or harassment.

Personnel, contractors and visitors shall:

- Comply with this policy and any other policy, procedure or instruction that is necessary for the company to comply with their legal obligations
- Report any instances of bullying or harassment to themselves or others to their supervisor or manager immediately.
- Cooperate with management in any investigations regarding bullying or harassment events.

Signed on the 31st March 2021, for and on behalf of Global Rail Australia Pty Ltd by



Ivan Holloway
Managing Director