



XLam Core Labour Policy

The Board and Management of XLam are committed to providing fair and safe working conditions for all employees this will be ensured by:

- Not employing child labour, except in identified circumstances:
 - XLam know and understand the statutory legal minimum ages of employing children in each location we operate in, the school leaving age and any other conditions that apply;
 - Those employed who are under 18 only conduct hazardous or heavy work within the context of an approved apprenticeship or traineeship;
 - XLam will ensure that at all times, any person employed between the ages of 15 and 18 are paid according to the relevant modern award/EBA and that such employment is not harmful to their health or development.

- Opposing all forms of forced labour:
 - XLam do not restrict workers, withhold funds for payment of obligations (unless required by law – eg Child Support payments), withhold passports or identification documents from them;
 - All employees are recruited into roles and paid minimum rates as prescribed by the relevant modern award/EBA;
 - All employees are verified to have the right to live and work in the location in which they are employed under the relevant visa, residency or citizenship requirements.

- Striving to ensure our workplace is free from all forms of discrimination:
 - We aim to have a diverse workforce in terms of age, ethnicity, gender and other characteristics;
 - When recruiting for roles, we select the best candidate for the role without discrimination;
 - We ensure all employees are presented with equal opportunity to apply for other internal roles, promotion, salary increase and advancement;
 - We maintain a strict anti-discrimination policies and codes of conduct.

- Allowing our workers the right to Freedom of Association and Collective Bargaining.
 - Employees have the right to join or refuse to join a worker organization, without sanction or undue influence;
 - Employees have the right to be represented by a registered industrial organization in accordance with appropriate regulation of New Zealand and or Australia;
 - XLam will negotiate with lawfully established workers' organisations and/ or duly selected representatives in good faith and with the best efforts to reach a collective bargaining agreement.

- Employees have the right to bargain collectively and participate in industrial activity as per the appropriate regulation of New Zealand and or Australia.

Keith Knox
General Manager - XLam

A handwritten signature in black ink, appearing to read 'K. Knox', written over a horizontal line.