

# MUTUAL RESPECT POLICY



SMI Group is committed to providing a workplace that is free of discrimination. This will be achieved in an environment where everyone is treated fairly and where a culture of mutual respect applies. All employees will be given equal opportunity to reach their potential regardless of personal attributes.

## Our Commitment

SMI Group recognises that harassment including sexual harassment can be a form of discrimination and is unlawful.

All instances of alleged discrimination/harassment will be treated seriously, quickly and confidentially, with any subsequent investigations to be conducted fairly and impartially. Any person involved in an allegation/complaint will not be victimised in any way.

Discrimination and harassment occur when a person is discriminated against or harassed in the workplace and in certain areas of public life because of:

- Their race, colour, descent or national or ethnic origin, as defined under the *Racial Discrimination Act 1975*;
- Their gender as defined under the *Equal Opportunity for Women in the Workplace Act 1999*;
- Their sex, marital status, pregnancy as defined under the *Sex Discrimination Act 1984*;
- A disability as defined under the *Disability Discrimination Act 1992*;
- Age as defined under the *Age Discrimination Act 2004*; and
- Some grounds under the *Human Rights and Equal Opportunity Act 1986*;

## Our Actions

To meet our Mutual Respect commitments, SMI Group will promote diversity and foster an environment where all employees have positive working relationships with each other.

This policy represents our commitment to having a workplace free of discrimination or harassment.

Adam Kaufhold  
**Managing Director**  
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