

Human Resources Management Policy

SW-POL-90

Seymour Whyte is committed to excellence in people and culture. At Seymour Whyte our people mean more, our people do more, and we focus on building capability across the business. In achieving this we ensure that our human resources practices work in partnership with leaders and their teams to ensure effective and engaged teams.

We focus on implementing initiatives and programs that create an environment where people feel valued and enabled to achieve excellence. Our practices align with our values of Safe Delivery, Nimble and Agile, Disciplined, Reputable, Creative and Collaborative.

In achieving our people goals, we commit to:

- **Corporate Citizenship** — playing our part in contributing to effective communities, through having procedures such as those that provide employment to First Nations Australians and refugees, seek to prevent domestic violence and provide support to victims;
- **Attraction and Retention** — understanding the pipeline of project work and business needs and having appropriate strategies to attract and retain talent from diverse backgrounds;
- **Work Environment & Wellbeing** — focusing on flexible ways of working and the wellbeing of people by providing tools, support and initiatives to drive improved health and lifestyle outcomes;

- **Talent Development** — constantly improving the quality of our talent pools through targeted development initiatives;
- **Leadership Development** — determining future leadership needs based on our business strategy and diversity ambitions;
- **Performance Management** — ensuring all employees have clear expectations and receive regular feedback to give them the best opportunity to succeed;
- **Remuneration & Benefits** — ensuring our people are remunerated fairly and equitably for the role that they hold regardless of gender;
- **Diversity & Inclusion** — valuing diversity and inclusion as a fundamental necessity of our business success;
- **Policies & Procedures** — having up to date policies and procedures that are user friendly and assist managers and employees with decision making; and
- **HR Service Delivery** — having a HR team that is seen as business partners and deliver high quality and effective services.

As Directors, we are accountable for the implementation of this Policy and we personally empower everyone in our business with the responsibility to achieve our goals.



D Mackay | Chairman

July 2022



J Kirkwood | Managing Director and Chief Executive Officer