

## Women's Equality & Safety Policy

Vs 2.6 July 2025

### 1. Policy Statement

Peter Rowland Group is committed to advancing gender equality and ensuring the safety, dignity and respect of all women across our workforce, supply chain and service environments.

We recognise that gender equality is fundamental to organisational performance, workplace safety and social responsibility. PRG aligns its practices with the **Gender Equality Act 2020 (Vic)**, the **Equal Opportunity Act 2010 (Vic)** and the Victorian Government Social Procurement Framework.

We maintain zero tolerance for discrimination, harassment, bullying or gender-based violence.

### 2. Policy Objectives

This policy aims to:

- Promote equal opportunity and gender equity in employment
- Eliminate discrimination, harassment and gender-based misconduct
- Ensure safe and inclusive workplaces
- Support women's career progression and leadership participation
- Address gender pay equity
- Support women experiencing family or domestic violence

### 3. Equal Opportunity & Fair Recruitment

PRG ensures:

- Gender-neutral recruitment practices
- Transparent selection criteria
- Shortlisting processes that mitigate unconscious bias
- Equal access to part-time and flexible roles
- No discrimination based on pregnancy, parental status or caring responsibilities

Recruitment and promotion decisions are merit-based and transparent.

#### **4. Gender Pay Equity**

PRG commits to:

- Monitoring pay equity across comparable roles
- Conducting annual internal pay reviews
- Addressing identified gender pay gaps
- Ensuring equal remuneration for equal work

Pay equity data is reviewed annually by senior leadership.

#### **5. Leadership & Career Development**

PRG supports women's advancement through:

- Equal access to training and professional development
- Mentorship opportunities
- Flexible work arrangements
- Succession planning processes that promote gender balance

Target: Maintain a minimum 40% representation of women in leadership roles (where workforce composition allows).

#### **6. Workplace Safety & Prevention of Gender-Based Harm**

PRG maintains a zero-tolerance approach to:

- Sexual harassment
- Gender-based discrimination
- Bullying or intimidation
- Inappropriate conduct in retail or event environments

Procedures include:

- Mandatory Code of Conduct
- Confidential reporting channels
- Prompt investigation of complaints
- Disciplinary action where required
- Annual workplace behaviour training

Supervisors receive additional training in respectful workplace management.

## **7. Family & Domestic Violence Support**

PRG recognises the impact of family violence on workforce participation and safety.

We provide:

- Confidential support pathways
- Flexible work arrangements
- Leave provisions aligned with National Employment Standards
- Manager training on responding to disclosures

All disclosures are handled sensitively and confidentially.

## **8. Safe Work Environment**

PRG ensures:

- Adequate lighting and security in event and retail spaces
- Safe late-night shift management protocols
- Clear escalation pathways for safety concerns
- Risk assessments for event environments

Safety considerations form part of operational planning.

## **9. Supplier & Procurement Standards**

PRG expects suppliers to:

- Comply with anti-discrimination legislation
- Demonstrate safe workplace practices
- Maintain ethical employment standards

Supplier ESG due diligence includes review of workplace equality commitments.

## **10. Governance & Accountability**

Oversight of this policy sits with:

- COO – Strategic accountability
- HR Manager – Workforce equity & safety
- Operations Manager – Site-level safety
- Procurement Manager – Supplier compliance

Monitoring includes:

- Annual pay equity review
- Workforce gender composition reporting
- Complaint and incident reporting analysis
- Quarterly ESG review meetings

## **11. Continuous Improvement**

PRG commits to:

- Annual policy review
- Staff consultation and feedback
- Alignment with updates to Victorian legislation
- Strengthening gender equity KPIs over the contract term

### **Policy Commitment Summary**

- ✓ Gender-neutral recruitment & promotion
  - ✓ Annual pay equity review
  - ✓ Leadership representation targets
  - ✓ Zero tolerance for harassment
  - ✓ Family violence support provisions
  - ✓ Governance, monitoring and reporting framework
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