



Industrial Relations Policy

Document #	POL_07
Revision #	0
Date of Issue	07.09.16
Approved by	P.Walker
Status	Current

Purpose

It is the policy of Tytec Logistics to operate in a manner that provides and maintains a harmonious workplace within the bounds of the applicable industrial relations instruments including agreements and awards.

Tytec Logistics believe building trusting relationships with its employees creates a loyal and collaborative work environment. We promote open and effective communication and resolve disputes quickly and efficiently.

Statement

Tytec Logistics is committed to monitoring and managing industrial relations by:

- Complying with applicable industrial laws, regulations, statutory obligations, awards and guidelines
- Monitoring industrial relations performance and activities of sub contractors ensuring effective communication between all parties
- Providing a safe and harmonious work environment which is conducive to keeping the employees happy and meeting operational goals
- Developing and improving the competence of employees to enable them to work efficiently and reach their maximum potential

Responsibilities

Senior Management is responsible for the implementation and compliance of this policy.

Management is responsible for:

- Unbiased and fair management of industrial issues with the same expectation of all interested parties
- Providing adequate resources to monitor and manage industrial relations
- Ensuring that all policies and procedures are applied in a fair and equitable manner regardless of position
- Open and honest communication at all times in industrial relations matters

Employees are responsible for:

- Communicating issues and matters to management as per the company procedures

A handwritten signature in blue ink that reads "P. Walker".

Paul Walker
Managing Director

August 2016