Corporate Social Responsibility Policy

OVERVIEW

Trinity Fitout and Construction Pty Ltd (the Organisation) is committed to ethical business practices, inclusive employment and positive contributions to the communities in which we work.

Environmental responsibility forms part of Trinity's commitment to CSR. The related objectives and commitments are detailed in IMS-PO-02 Environmental Policy, which must be read alongside this policy.

OBJECTIVES

This policy and the Organisation's Integrated Management System aim to:

- Increase meaningful participation by women and Aboriginal and Torres Strait Islander peoples in our workforce and supply chain.
- Create opportunities for young people through apprenticeships, traineeships, work experience and early-career employment.
- Support local employment, suppliers and community participation.
- Maintain fair, respectful and ethical employment and business practices.
- Meet applicable client and contractual social participation requirements.

COMMITMENTS

To achieve these objectives, the Organisation will:

- Provide fair recruitment, development and progression opportunities, and maintain a workplace free from discrimination, harassment and bullying.
- Support women's participation across site, trade, professional and leadership roles through recruitment, mentoring and career development.
- Engage with Aboriginal and Torres Strait Islander businesses and relevant community organisations to identify employment, training and procurement opportunities.
- Work with schools, training providers and subcontractors to support suitable youth employment and supervised learning opportunities.
- Consider local suppliers and subcontractors.
- Conduct business with integrity, address bribery, corruption and exploitation risks, and provide channels for reporting concerns.
- Establish project-specific participation arrangements where required by the contract, monitor outcomes and review progress through meetings.

RESPONSIBILITY & ACCOUNTABILITY

Position	Responsibility / Accountability
Managing Director	Set priorities, provide resources and review CSR performance and participation outcomes.

Position	Responsibility / Accountability
HSEQ Manager	Maintain the policy and coordinate performance monitoring with HR, procurement and project teams.
Project Teams	Identify participation requirements, implement agreed initiatives and retain supporting project records.
HR and Personnel Responsible for Procurement	Support inclusive recruitment, employment pathways and supplier participation opportunities.
Employees & Contractors	Follow ethical and respectful work practices and report concerns through established channels.

Managing Director	Review Date
	**22/01/2027**