

Policies	POL 48	 ● consolidatedgroup.com.au
ETHICAL RECRUITMENT POLICY		

PURPOSE

Consolidated Group of Companies is committed to maintaining the highest standards of ethical conduct in all recruitment and engagement activities, including the recruitment of direct employees, labour hire personnel, and subcontractors.

This policy establishes a fair, transparent, and respectful recruitment framework that upholds the dignity, rights, and wellbeing of all candidates. It supports the development of a diverse and inclusive workforce and aligns Consolidated Group's recruitment practices with its values, social responsibility commitments, and legal obligations.

OBJECTIVES

Consolidated Group of Companies is committed to the following ethical recruitment principles:

1. Employer Pays Principle

Consolidated Group strictly applies the **“Employer Pays” principle**. Under no circumstances will candidates be charged recruitment fees, placement fees, or related costs.

All expenses associated with recruitment, including advertising, interviewing, onboarding, medicals (where required), and mobilisation costs agreed by the company, will be borne by Consolidated Group.

2. Transparent and Accessible Recruitment

- All job vacancies will be advertised openly and transparently through appropriate internal and external channels.
- Job advertisements and position descriptions will clearly outline:
 - Role responsibilities
 - Required qualifications and competencies
 - Employment conditions and remuneration
- Recruitment processes will be accessible and fair to all suitably qualified candidates.

3. Language Accessibility and Informed Consent

- Employment contracts and key employment documents will be made available in a language the worker understands, where reasonably practicable.
- Recruitment communications will be clear, respectful, and free from deception or coercion.
- Candidates will be provided sufficient time and opportunity to review and understand employment terms prior to acceptance.

4. Fair, Lawful and Non-Discriminatory Hiring

- All recruitment decisions will be based on **merit and job-related criteria**, including skills, qualifications, experience, and capability.

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- Discrimination on the basis of race, ethnicity, gender, age, religion, disability, sexual orientation, marital status, or any other protected attribute is prohibited.
- Standardised and objective selection processes will be used to minimise bias and ensure fairness.

5. Fair Pay and Lawful Employment Conditions

- All employees, including labour hire and subcontracted workers engaged by Consolidated Group, will be paid in accordance with:
 - The **Fair Work Act 2009 (Cth)**
 - Applicable modern awards, enterprise agreements, or contracts
- Workers will not be paid below lawful minimum rates or conditions.

6. Worker Rights and Protections

- All workers will be informed of their rights and protections under applicable labour laws, including:
 - Working hours and rest breaks
 - Leave entitlements
 - Grievance and complaint mechanisms
- Consolidated Group requires all labour hire providers and subcontractors to comply with this policy and applicable workplace laws.

7. Training and Awareness

- Personnel involved in recruitment and onboarding will receive training on ethical recruitment, fair work obligations, and modern slavery risk indicators.
- Ongoing awareness activities will be implemented to reinforce ethical recruitment practices and address emerging risks.

8. Monitoring, Reporting and Continuous Improvement

- Recruitment processes will be regularly reviewed to ensure compliance with this policy and applicable legal requirements.
- Feedback from candidates and workers will be encouraged.
- An anonymous reporting mechanism will be available for individuals to raise concerns regarding unethical recruitment practices without fear of retaliation.

RESPONSIBILITIES

- **Directors and Management**
Responsible for ensuring ethical recruitment systems are implemented, resourced, and monitored.

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- **Managers and HR Personnel**
Responsible for conducting recruitment in accordance with this policy and ensuring labour hire providers and subcontractors comply.
- **Employees and Contractors**
Responsible for reporting concerns or suspected breaches of this policy.

This policy will be reviewed periodically to reflect legislative changes and best practice standards.

COMMITMENT

This policy applies to all recruitment and engagement activities undertaken by Consolidated Group of Companies, including the recruitment of direct employees, labour hire workers, and subcontractors.

Consolidated Group is committed to ethical, lawful, and responsible recruitment practices that protect workers and support sustainable business operations.

Approved



Theo Tsorvas

Director

Date 13.12.2025