



# Kalbar People Policy

## 1. Introduction

Kalbar recognises that engaging people who understand and consistently demonstrate our shared values of sustainability, caring and learning will improve our success as a company that creates value. Employing the right people with the right capability at the right time will help us to achieve our objectives.

## 2. Policy objectives

To embed a united purpose and direction with respect to:

- attracting, recruiting, developing and retaining people who demonstrate Kalbar’s shared values and who have or can develop the skills required;
- an expectation of demonstrated leadership behaviour at all levels of the organisation;
- creating a culture that treats all people with respect; and
- investing in the development of local employment opportunities.

## 3. Scope

This policy applies to all employees, directors, officers, contractors, agents, consultants and any other party representing Kalbar wherever it operates.

## 4. To achieve these objectives, we will:

- create, communicate and sustain shared values and a culture of trust and integrity at all levels of the organisation;
- demonstrate leadership behaviour by the way we treat others and in how we conduct our business;
- incorporate values alignment into our attraction, recruitment and retention strategies;
- create a labour supply that has technical and commercial capability;
- provide opportunities for skills development and nurture everyone to reach their full potential;
- employ, promote and reward based on capability and performance;
- facilitate open discussion and sharing of knowledge and experience;
- empower our people to maximise performance and take initiative without fear;
- recognise and acknowledge people’s contribution, learning and improvement; and
- align our strategies, policies, processes and resources to achieve the objectives of this policy.

## 5. Policy Review

This policy will periodically be reviewed by the Board to ensure it continues to meet both regulatory and contemporary industry standards and practices.

### Related documents:

- Kalbar Code of Conduct
- Misconduct Reporting Procedure

Version	Doc Category	Status	Reviewer	Approver	Approval Date	Due for review
1.1	Board	Reviewed	V. Hugo	Chairman: Brad Farrell	14.2.2020	Feb 2021