

Anti Discrimination

Policy 6-3

Version 1

Date Approved: 4 June 2009

Company Secretary.....

1. Application

This policy applies to all directors, employees and Contractors of NQBP.

2. Policy

NQBP believes in the fair and equitable treatment of all employees, potential employees, customers and the public. NQBP and its employees will not discriminate in its dealings on irrelevant factors.

NQBP and its employees are bound by the *Anti Discrimination Act 1991* and the *Equal Opportunity in Public Employment Act 1992* and their principles. Behaviour that does not conform with the legislation and its principles will not be tolerated.

Employees are regarded as one of the key assets of the organisation, deserving the highest level of care, treatment, maintenance and improvement of skill and opportunity. NQBP aims to select the best people for its positions and provide them with training and development opportunities as a key element of NQBP's drive for efficiency and productivity.

All NQBP policies and practices are intended to be and seen to be fair and equitable at all levels. All employees have responsibility for promoting and implementing Equal Employment Opportunity (EEO) and anti-discriminatory practices.

Diminished performance, dismissal or legal procedures may be initiated for breach of this policy.

Discriminatory behaviour, either directly or indirectly singling out a person for different treatment based on irrelevant characteristics such as:

- race
 - relationship status
 - pregnancy
 - breastfeeding
 - impairment
 - trade union activity
 - age
 - any other attribute/s included in relevant legislation from time to time
 - sex
 - gender identity
 - parental status
 - religious belief or religious activity
 - political belief or activity
 - sexuality
 - family responsibilities
- association with or relation to a person identified on the basis of any of the above attributes is not acceptable behaviour. It is not necessary for the person who discriminates to consider the treatment to be unfair. Motives for discrimination are also irrelevant.

NQBP and its employees are legally bound to treat fairly and equitably employees, customers and public and ensuring that due process is observed, including in all aspects of employment opportunity for all current and prospective employees.

Corporate Culture

It is important for NQBP to have a supportive culture free from discrimination and harassment in which employees are well equipped and organised to efficiently achieve the current and future goals of NQBP. NQBP will promote EEO and anti-discrimination principles and practices through leadership, training, education and review of current systems.

As part of each employee's induction and on a day to day basis, supervisors must ensure that all employees understand NQBP's expectation of their and their supervisor's behaviour and the possible implications of failing to behave in the appropriate manner. Employees of NQBP will be fair and equitable in their treatment of others.

Any unlawful discrimination against employees, customers or the public will not be tolerated. All employees and management will be able to raise workplace concerns and have access to suitable mechanisms for advice and support or to lodge complaint without fear of repercussion.

External Discrimination

NQBP's customers and the public are fundamental parts of our business. NQBP employees will deal with customers and the public in a fair and ethical manner and will not and will be seen to not discriminate against any individuals or groups on irrelevant factors.

Any unlawful discriminatory behaviour by parties external to the organisation that an employee experiences in the course of their duties or employment by NQBP will not be tolerated. NQBP may consider legal action on behalf of the employee against the party that offended the employee.

Internal Discrimination

NQBP makes considerable effort to employ the best people for the organisation. Discriminatory behaviour can affect an employee's inclination or ability to operate effectively. NQBP will build safe workplaces, free from harassment where employees work and treat each other in an ethical, fair and non-discriminatory manner, where procedural fairness is maintained.

EEO and anti-discrimination principles are embodied in management practices and NQBP policies and procedures. Managers and supervisors are responsible for the promotion and implementation of anti-discriminatory principles in all work and management practices while providing a safe working environment and encouraging personal recognition and job satisfaction. Employees and managers will demonstrate mutual respect and care in establishing a workplace free from personal favouritism, coercion and harassment. All employees and managers are responsible for being aware of and accepting their responsibility for maintaining proper standards of integrity, conduct and concern for the public interest.

All employees will be given opportunities to compete for and achieve advancement on merit, based on relative ability, performance and potential, selected through fair and open competition. All employees will have fair and equitable access to training and development opportunities which lead to better organisational, individual and career outcomes. The performance agreements system links corporate planning objectives and activities with individual work assignments and objectives.

Breaches

All unfair discriminatory behaviour exhibited by an employee of NQBP in the course of their employment must be reported to their supervisor, General Manager Corporate Strategy, Chief Executive Officer or where appropriate, the Board.

NQBP must take action to deal with discriminatory behaviour. NQBP may choose to discuss the behaviour with the affected employee, the offending person, or take legal action against the offending person.

If an employee of NQBP behaves in a discriminatory manner based on irrelevant factors, they will be counselled to understand the inappropriateness of their behaviour and warned that diminished performance or dismissal processes may be commenced, or legal action may result. If the offence is considered serious enough, action may commence immediately.

This also applies to supervisors and other employees who fail to deal with or report inappropriately discriminatory behaviour. The supervisor and NQBP are responsible for the behaviour of their employees and may be legally liable for any unlawfully discriminatory behaviour of NQBP employees.

3. Policy Review Date

This policy should be reviewed by 30 June 2010.

4. Definitions

NQBP: means North Queensland Bulk Ports Corporation Limited ACN 136 880 128 and its related bodies corporate including Ports Corporation of Queensland Limited ACN 126 302 994 (PCQ) and Mackay Ports Limited ACN 131 965 707 (MPL).

Contractors: means contractors or consultants engaged by NQBP under a personal services consultancy agreement or other similar arrangements.