

'Pace' means Pace Appointments (VIC) Pty Ltd.

Corporate and Social Responsibility (CSR) is the integration of business operations and values, whereby the interests of all stakeholders including investors, clients, employees, the community and the environment are reflected in Pace's policies and actions.

## Scope

This policy applies to all direct employees, on-hire employees and contractors whilst at any workplace of Pace and any other place where the employee performs work for Pace.

## Commitment and aims

### Pace is committed to:

- Continuous improvement in our CSR strategy by:
  - Encouraging our business partners to implement CSR;
  - Continually improving our performance and meeting all applicable legislation;
  - Informing our employees to be mindful of the effect of their actions on non-renewable resources;
  - Introducing procedures to assist with implementing CSR.
- Making clear to all stakeholders what Pace means by CSR and how we propose to work towards implementing and achieving CSR. The CSR policy applies throughout all Pace's activities;
- Pace recognises that CSR embraces all aspects of sustainable development and social issues which are of most relevance to us and decides at what stage this CSR policy could most effectively and legally be included;
- Pace shall operate in a way that safeguards stakeholders against unfair business practices;
- Pace believes that a responsible approach to developing relationships between companies, stakeholders and communities they serve is a vital part of delivering business success;
- Pace will determine the environmental, social and economic issues impacted by carrying out our business;
- Pace will continually review all policies and business practices to encourage engagement with business partners and to promote development.

## Corporate governance

- Pace is committed to ensuring that our business is conducted in all respects according to rigorous ethical, professional and legal standards.

- Pace shall ensure that stakeholders have confidence in the decision-making and management processes of the services we provide and by the conduct and professionalism of all our employees. We do this by continually training and developing our employees.
- All groups and individuals with whom Pace has a business relationship will be treated in a fair, open and respectful manner.
- Competition will be reasonable and based upon the quality, value and integrity of the services being supplied.
- An Action Plan will be developed to ensure continuous improvement is achieved.

## Environment

- Pace's objective is to reduce our impact on the environment through a commitment to continual improvement.
- Pace will continue to work with our partners to reduce their impact on the environment.
- Pace will apply responsible care to all activities, assess the environmental impact and report against these findings and report openly to all stakeholders.

## Human rights

- Pace supports and respects the protection of internationally proclaimed human rights.
- All of Pace's partners are actively encouraged to observe international human rights norms within their work.
- Pace aims to eliminate discrimination based on any grounds and promotes equality of opportunity in the transport logistics supply chain.

## Sustainability

- A sustainable policy for procurement of services will be maintained that will set out the principles, policies and procedures within Pace.

## Ethics and ethical trading

- Pace will ensure clear visibility in the provision of services.
- Pace will ensure that partners uphold the workplace standards and behaviour consistent with our requirements.
- Pace is committed to ensuring that the welfare of employees and labour conditions meet or exceed recognised standards.
- Pace holds regular meetings with partners and stakeholders to support these ideas.