

KOMATSU

KOMATSU AUSTRALIA BUSINESS SYSTEM

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1.0 POLICY STATEMENT

Komatsu Australia (KAL) is committed to ensuring both the letter and the spirit of the law is recognised and effected in respect of promoting equal opportunity in the workplace and ensuring all persons (both employees and potential employees) are treated on their merit.

Merit is the basis upon which decisions affecting employment and career development should be made. The fundamental criteria are work performance, qualifications, competence, abilities, skills, knowledge and experience relevant to the job.

In particular, all recruitment and selection procedures and practices must be non-discriminatory in nature.

Any employee, Supervisor, or Manager who is found, after appropriate investigation, to have engaged in unlawful discrimination, victimisation or harassment of another employee will be subject to appropriate disciplinary action, which depending on the circumstances, may include dismissal. In all cases however the action will be designed to ensure that there is no repetition of the conduct.

The company objectives are:

- To ensure the Company meets its legal obligations in ensuring a workplace free from unlawful discrimination, victimisation and harassment
- To ensure all employees and job applicants are treated fairly and on their merit