

	1/33 Machinery Street, Darra QLD 4076 P- 3279 9633 E- <a href="mailto:safety@interfacelandscapes.com.au">safety@interfacelandscapes.com.au</a> ABN- 25 360 745 495	<b>Procedure No.</b> HSEQ-POL-08
<b>Title:</b> Corporate Social Responsibility Policy		<b>Authorised By:</b> Directors
<b>Issue Date:</b> March 2020	<b>Version Number:</b> V1	<b>Page Number:</b> 1 of 4

### 1. Purpose:

The purpose of this policy is to demonstrate Interface Landscapes commitment to managing our operations in a responsible and sustainable manner and defines how these practices will be integrated within our everyday operations.

### 2. Scope:

The scope of this policy extends to all Interface Landscapes stakeholders including employees, contractors, consultants, visitors and members of the public. This policy is applicable to Interface Landscapes business activities, which includes soft and hard landscaping services and maintenance of existing works.

### 3. Responsibilities:

**Director(s)** are responsible for communicating this policy to employees and other stakeholders and providing the necessary resources to effectively implement this policy.

**Employees and Other Workers** are responsible for complying with this policy and reporting any concerns pertaining to their workers' rights to the nominated Interface Landscapes representative(s).

### 4. Policy Statement:

Interface Landscapes' commitment to our corporate responsibility is achieved through making a positive and sustainable impact on the lives of our people, supporting those in need in the wider community, and implementing strategies to protect to our environment. This aligns to our corporate values to ensure we achieve our vision, which is:



When providing our services, we will always:

- Conduct our business and provide our services in an ethical and trustworthy manner;
- Maintain and provide a safe and healthy work environment for all employees, contractors, visitors that safeguards the wider community;
- Promote a work environment that is supports human rights, is diverse and free from discrimination;
- Support equal opportunity within our recruitment practices;
- Support, engage and respect the diversity of the communities and environments in which we perform our work activities.

Through our strategic planning framework, we ensure that our operations meet and/or exceed our legislative obligations pertaining to corporate governance, employee rights, health and safety and environmental compliance.

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## Sustainability

As a responsible corporate entity, Interface Landscapes has developed practices to ensure we meet our commitment to protect the environment while conducting our business activities. It is standard practice to liaise with clients and architects to provide options to reuse materials already onsite. In addition, we adopt the following practices;

- Ameroilation of onsite stockpile of topsoils to meet AS4419 standards;
- Use of onsite mulch;
- Internal process to recycle tree stakes, where at the end of the maintenance period, we remove all installed tree stakes and recondition them for reuse. This results in recycling approximately 10,000 tree stakes per year;
- Re-using existing onsite materials – fence posts, soils, rock where possible; and
- Utilising recycled products where possible (bollards).

Where practical, we work with Landscape Architects to ensure materials are supplied from environmentally responsible sources.

## Environmental

Interface Landscapes performs our activities in an environmentally responsible manner and effectively manages risks where our operations may impact the environment.

We work closely with our client and community stakeholders to continually manage our work activities that is consistent with the principles of ecologically sustainable development.

As part of our procurement processes, we aim to source materials locally for projects, such as landscaping yards and use recycled materials, such as reclaimed timbers, recycled water, biodegradable tree ties, recyclable multi-use plastic nursery posts and trays.

## Labour Practices

Interface Landscapes respects the rights of our employees and other workers and encourages their development, through knowledge and training. At all times, we promote equality and consider their needs, wellbeing, health and safety, by:

- Empowering our employees and recognising individual and team contributions;
- Providing fair terms of employment and resources to enable continual development;
- Providing safeguards to ensure that they are treated with respect and without discrimination, bullying or harassment; and
- Providing a clean, healthy and safe working environment.

## Human Rights

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Interface Landscapes promotes a safe and inclusive workplace and continually supports the health and well-being of our employees. The use child or forced labour (including human trafficking) is strictly prohibited within our operations.

Interface Landscapes does not engage in discrimination based on race, colour, age, gender, sexual orientation, ethnicity, disability, pregnancy, religion, political affiliation, union membership, or any other category protected by law.

There is a zero tolerance for inhumane treatment of our employees and other workers and disciplinary policies and procedures are clearly defined and communicated. Unlawful harassment, in any form and regardless of intent, is a form of discrimination and contradicts our values.

### **Business Ethics**

Interface Landscapes ensures the highest standards of integrity when providing our services and conducts our operations in a transparent, honest and ethical manner, which includes to:

- Sustain a high standard of business integrity and operate in a way that safeguards against unlawful business practices and ensure that information about our operations is clear, informative, legal, honest and truthful;
- Maintain a zero tolerance to all forms of bribery, corruption, extortion and embezzlement or other means of obtaining improper or undue advantage;
- Ensure that contracts clearly set out agreed terms, conditions and basis of our relationship;
- Respect intellectual property rights at all times;
- Obtain and effectively respond to the feedback and grievances from our employees and other stakeholders and maintain confidentiality and protection of employee whistle-blower rights; and
- Protect the reasonable privacy expectations of personal information of employees and other relevant stakeholders.

### **Stakeholder Relations**

We continue to create a safe, flexible and inclusive workplace for all through many endeavours, which includes:

- Workplace flexibility;
- Fostering a "Mentally Fit" workplace in conjunction with Mates in Construction;
- Ensuring all employees return home to work each day;
- Attracting, recognising, motivating and retaining employees who align with our company Vision;
- Commitment to fair and equitable remuneration; and
- Professional development of staff.

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Interface Landscapes works with our external stakeholders, such as contractors and clients to ensure that they are performing their work activities in a safe and responsible manner and that their workers are treated with the upmost dignity and respect.

We clearly set out the agreed terms and conditions with our contractors and we encourage them to adopt responsible business policies, including health and safety, workers' rights and environmental management.

### Community Engagement

Interface Landscapes build mutually supportive relationships with the wider community and aim to build positive relationships wherever possible. We seek to make a positive contribution through the services we provide and encourage participation, interaction and engagement.

Interface Landscapes is honoured to be a partner of the Muravah Foundation (based in the Philippines). Our commitment includes providing financial support and volunteering opportunities for staff and stakeholders. Our mission is to assist people living under the poverty line and the most vulnerable in the community, the chance of a self-sustaining future, out of poverty. The ethos of our partnership is to ensure that, for the people in need;

- There will be food on the table – every day.
- They will attend school.
- They will have a safe and dry place to sleep.
- They will have savings.
- They will have hope and confidence in the future.
- They won't need us anymore – that is our dream...

In addition to our work with the Muravah Foundation, Interface Landscapes has worked closely with the Australian Army to design and create a garden at their Soldier Recovery Centre Brisbane located Enoggera Barracks for servicemen / woman who suffer from PTSD and other injuries. We are also involved in numerous community tree planting days and Clean Up Australia programs, donating time and materials for the past several years.

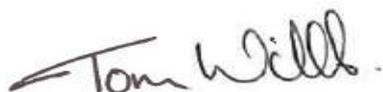
### Director Verification

**Director:**



**Date:** February 2020

**Director:**



**Date:** February 2020