

Modern Slavery Statement FY 2022

Taylor Construction Group Pty Ltd

ABN 25 067 428 344

30 November 2022

TAYLOR

[Taylorau.com.au](https://www.taylorau.com.au)

Commitment to the Prevention of Modern Slavery

Modern slavery is a crime and a violation of human rights which can take the form of slavery, human trafficking, servitude, forced and compulsory labour, debt bondage, human trafficking, child labour and employment in slavery-like conditions. These involve the deprivation of a person's liberty for another's personal or commercial gain.

Taylor understands that the construction sector (reporting entity) can be susceptible to modern slavery practices such as forced labour and is particularly high risk due to the complexity of its supply chains and the nature of its labour-intensive, temporary workforce.

The indicators of forced labour, as identified by the International Labour Organisation (ILO), include:

- Abuse or vulnerability
- Deception
- Restriction of movement
- Isolation
- Physical and sexual violence
- Intimidation and threats
- Retention of identity documents
- Withholding of wages
- Debt bondage
- Excessive working and poor living conditions
- Excessive overtime

As a business operating within the construction sector, Taylor is committed to acting ethically in all its business dealings and relationships. Taylor promotes a culture of corporate compliance, open communication, transparency and ethical behaviour. We achieve this by implementing and enforcing

effective management systems within our business to identify, prevent and mitigate exploitative practices that may undermine or deprive any persons within our business or in any of our supply chains of their freedom.

Taylor acknowledge that addressing the risks of modern slavery is a process of continuous learning and improvement. I am proud of how much our teams achieved in 2022, from continuing to work closely with subcontractors and suppliers to inform and address risks to continuing our training and awareness initiatives and engaging one-on-one with individual workers on our construction sites.

The coming year will focus on continuous improvement of risk concerning spending, addressing corrective actions with our surveyed subcontractors, continuing to connect with on-site workers, and elevating training and awareness across the business.

Yours Sincerely,

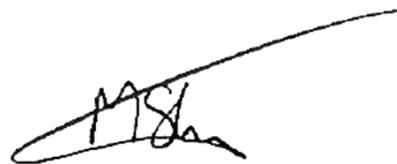


George Bardas
Chief Executive Officer

We acknowledge that Taylor and its stakeholders in the supply chain are required to comply with the requirements of the Modern Slavery Act 2018 (Cth) (Act) and our Whistleblower Policy.

This statement made pursuant to Section 16(1) of the Modern Slavery Act 2018 for the financial year ending 30 June 2022.

This statement was approved by the board of Taylor Construction Group Pty Ltd on 29 November 2022.



Mark Taylor
Chairman of the Board
Managing Director & Founder

Contents

Mandatory Reporting Criteria Modern Slavery Act 2018 (Cth)

Introduction

Commitment to the Prevention of Modern Slavery i

Criteria 1

Our Reporting Entities 1

Criteria 2

Structure, Operations & Supply Chains 2

Criteria 3

Identified Risks 4

Criteria 4

Actions Taken 6

Criteria 5

Measuring Effectiveness 12

Criteria 6 & 7

Consultation & Other Information 14

Annexure 1

Taylor Business Conduct & Ethics Policy 15

Annexure 2

Modern Slavery Procedure 19

Annexure 3

Subcontractor Invitation to Tender 30

Annexure 4

Subcontractor & Supplier Modern Slavery Questionnaire 34

Annexure 5

Correspondence to Project Teams 45

Annexure 6

Induction Instructions Email 47

Our Reporting Entities

The Directors of Taylor Corporation Pty Ltd (ABN 146 589 344) and its subsidiaries (Taylor) are pleased to approve our Modern Slavery Statement for 2022.

This is a joint statement prepared and lodged on behalf of Taylor Construction Group Pty Ltd (ABN 25 067 428 344) – the reporting entity and serves as a voluntary statement for other non-reporting entities in the Group, including parent entity Taylor Corporation Pty Ltd.



Sydney Opera House Western
Renewal completed
in August 2022

Structure, Operations & Supply Chains

About Us

Taylor Construction Group Pty Ltd, established in 1994, is a financially secure, privately-owned Australian company. Guided by our client-focused, relationship-driven approach, we have become one of NSW’s most respected construction companies.

The company is owned by Mark Taylor as the single shareholder and is governed by Taylor’s Senior Management Team. The Senior Management Team meets monthly to set and oversee the organisation’s strategic direction and ensure they are up to date on business performance and activities.

The Taylor Advisory Board comprises four industry leaders who assist Taylor in corporate governance and strategic leadership advice, providing a stable platform for the business’s construction and property development arms.

Completing quality projects on time and on budget is a given. We strive to do more. The steady growth enjoyed by Taylor is the result of its considered selection of projects and strong partnerships. The belief in strong relationships continues to underpin the Taylor culture, and as a result, we are proud that 70% of our projects are repeat business. We deliver construction, fitout, and refurbishment projects valued from \$5 million to over \$250 million across commercial, community, education, health, aged care, hospitality, industrial, data centres, and residential sectors. Currently, Taylor directly employs 250+ personnel.

Over our 28-year history, Taylor has built a team of talented industry experts and expanded services across our six business units, general build, major projects, refurbishment and live environments, industrial, regional, and property.

Our Principles are fundamental to our culture and what has made us stand out in the eyes of our people, clients, and partners.

Our Principles are at the core of Taylor. They govern who we are, how we act and operate, and how we achieve excellence for our clients. Proud to be recognised as a trusted advisor and delivery partner of choice, our Principles guide our people, our policy decisions, and everything we do.



Excel
Trusted Delivery Partner
 We strive to excel as a trusted advisor and delivery partner.

Listen
Understand Each Other
 We listen and ask what defines success and how to best deliver value.

Create
Connecting People & Spaces
 We create spaces by focusing on the end user to connect the projects we deliver with their needs.

Diversity
Think Differently
 We harness the diversity of thought to create innovative solutions.

Our Supply Chains

Our supply chains are best differentiated between the procurement we undertake to sustain our own office-based operations (Corporate Supply Chain) and the procurement that we undertake on behalf of our clients for our contracted projects (Project Supply Chain).

During the present reporting period ending 30 June 2023, Taylor worked with over 1,750 Suppliers.

Corporate Supply Chain

As part of our commitment to complying with this legislation and mitigating these risks, Taylor undertook a risk assessment of its direct supply chains during FY22 and is committed to continuing beyond FY23.

The direct procurement expenditure (excluding staffing costs) required to operate the Corporate functions of Taylor represents a relatively small portion of Taylor's total combined Corporate procurement expenditure.

We acknowledge that regardless of this expenditure's relatively small total value, significant modern slavery risks may still exist within this portion of our supply chain.

As part of our commitment to complying with this legislation and mitigating these risks, Taylor is undertaking a risk assessment of its direct supply chains. We are working with PwC to formalise our Environmental, Social, and Corporate Governance strategy, including our corporate supply chain and practices. We anticipate that we will be able to rationalise this strategy in January 2023.

Project Supply Chains

The project expenditure we undertake each year on behalf of our clients comprises the vast majority of our total group procurement value. This expenditure is more complex and varied in nature than our corporate expenses and, as such, warrants greater scrutiny of the modern slavery risks that may exist within it.

In 2020, Taylor formed its Modern Slavery working group that continues to meet regularly to determine how Taylor will minimise the risks of modern slavery within its supply chains. To date, we have not had any adverse findings in our supply chain.

In 2021, the Working Group implemented supplier assessment processes, awareness campaigns, employee training, and site worker engagement processes. All of these are outlined in this report and have continued throughout FY22.

In 2022, we increased our understanding of the risks of modern slavery within our supply chains, increased employee and subcontractor awareness of these risks, and implemented the processes and measures outlined within our action plan.

In 2023, we are committed to ongoing compliance and refinement of our policies, procedures and practices. We are currently working with repeat client Stockland on the M_Park Stage 1 Building A project, who are practising a pilot audit regarding supply chain transparency on this project. This audit is being undertaken by KPMG and will be available in early 2023.



Identified Risks

Our Modern Slavery Strategy & Whistleblower Protections

Taylor prides itself on being a trusted advisor and delivery partner of choice and, therefore, does not tolerate any form of human rights abuse or acts of modern slavery that fundamentally go against the business's core values.

Taylor's success is dependent upon, and built on, listening to its employees and key stakeholders. Ensuring the health, safety and wellbeing of all who work with Taylor is our first and highest priority.

Taylor is committed to creating a dynamic workplace that is ethical, legally compliant and safe for all employees and stakeholders to raise any concerns without fear of retaliation or bullying.

Taylor expects the same level of commitment from all of its contractors, suppliers and other business partners. Any business working with Taylor must ensure that modern slavery does not occur anywhere in its business or supply chain.

Taylor expects that its subcontractors and suppliers will hold its suppliers to the same standard as Taylor and that they will carry out their businesses in accordance with the Act and our Policy.

Taylor understands that construction site maintenance, cleaning and building materials supply can pose a particularly high risk of exposure to modern slavery. Taylor is committed to improving its practices and taking important steps to combat modern slavery. It has clearly defined the actions taken to identify, address and mitigate modern slavery risks within its business operations and supply chains.

We engage with a diverse range of suppliers. Additionally, our suppliers often have suppliers of their own, as do those suppliers, and so on. We know these sub-suppliers may indirectly affect Taylor's contribution to human rights abuses through modern slavery practices within its supply chain.

Our supply chain involves sourcing manufactured products from countries like China and procuring services through subcontracting. Taylor has undertaken several activities to pursue and achieve its business objectives in New South Wales, including:

- Direct employment of or entering into contractual agreements with Workers
- Processing and sourcing of manufactured products
- Construction and building services
- Provision and delivery of products and services

To ensure Taylor conducts its business ethically and in compliance with all laws and regulations, Taylor has formal policies and procedures in place, including its Whistleblower and Modern Slavery Policy. Taylor also undertakes an annual policy compliance review with an external legal partner in December.

Taylor's Modern Slavery Policy outlines the minimum standards expected of Taylor and its suppliers and subcontractors. It also provides a mechanism by which any suspected or actual act of modern slavery within the supply chain, or any suspected breach of the Modern Slavery Policy, can be reported.

Additionally, Taylor suppliers and subcontractors are expected to ensure their employees and suppliers are sufficiently trained on modern slavery risks under the Policy. In Taylor's Modern Slavery Questionnaire, they must declare whether they have trained their new and existing staff members on modern slavery.



Modern Slavery Risks

Undertaking a scoping exercise of our supply chains, we have determined several modern slavery risks that we may cause, contribute to, or be directly linked to within our business operations and supply chains.

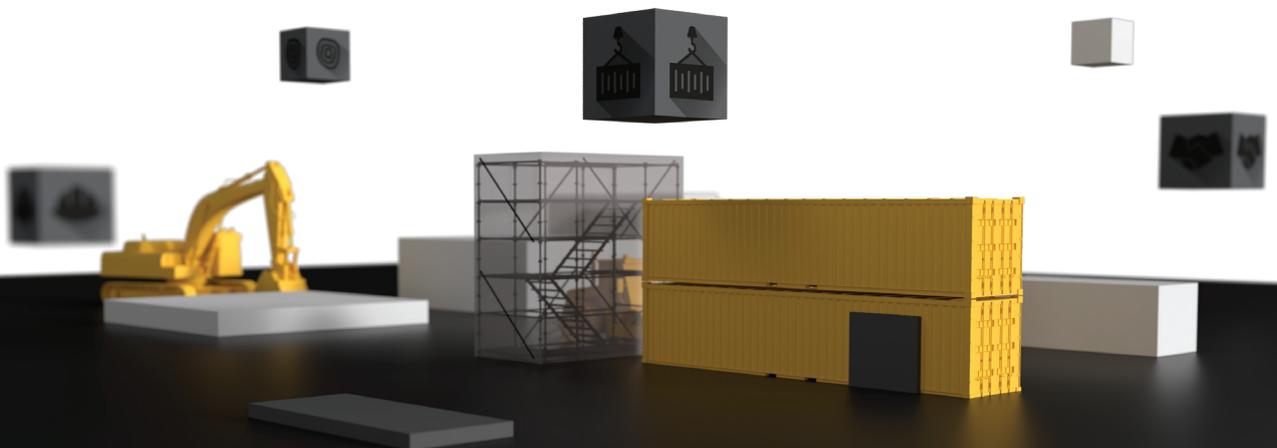
Given our strong business ethics (Taylor Business Conduct & Ethics Policy, please refer to **Annexure 1**), we proactively work to ensure we are not directly linked to modern slavery practices. However, given the nature of our supply chain in sourcing manufactured products and engaging in construction and building services, we have identified several modern slavery risks, including:

- Our subcontractors' (or their requisite subcontractors') labour standards,
- Our subcontractors' use of recruiters
- The sourcing of manufactured at-risk products from high-risk countries such as China, Afghanistan, India, Nepal, Cambodia, Brazil and North Korea
- The pricing of certain materials or services below general market pricing

Taylor is also aware that the construction industry is an area of concern for modern slavery, as identified by the International Labour Organisation. Furthermore, it understands that cases of forced labour have been found in the Australian construction industry.

Taylor is not directly aware of any cases of forced labour within our business or our supply chains. We are committed to ensuring that our business and suppliers are vigilant in preventing modern slavery risks during the labour procurement process.

There have been no cases reported to date.



Actions Taken

Taylor has governance processes that identify, address, and mitigate modern slavery risks and practices. Modern Slavery is managed through the preparation and implementation of our Policies & Procedures, including:

- Modern Slavery & Whistleblower Policy
- Supply Chain Sustainability School training modules for new and existing Taylor employees
- Engagement with our stakeholders to ensure compliance with the Act and Modern Slavery Policy

As part of Taylor’s corporate governance processes, Taylor has undertaken a significant review and amendment of its contractual agreements with its suppliers, consultants and subcontractors to ensure they:

- Incorporate the Modern Slavery Act 2018 (Cth) and Taylor’s Modern Slavery & Whistleblower Policy (‘Materials’).
- Will have completed Taylor’s Modern Slavery Questionnaire and certify that all the answers provided in the Questionnaire are true, complete and accurate to the best of their knowledge and understanding.
- Will train their respective employees, contractors and suppliers on the Materials.
- Will describe the actions taken by them and any contractors they own or control to assess and address associated risks, including remediation processes.
- Will describe the consultation process and how they will assess the effectiveness of recommended remediation actions.
- Will provide contractual warranties within their agreements that they will not cause or contribute to modern slavery practices or risks, directly or indirectly, or act in contravention of Taylor’s Modern Slavery & Whistleblower Policy.

These initiatives are effective preventative measures and ensure that Taylor is identifying, addressing, and mitigating modern slavery risks to which we may be indirectly linked.

Further, Taylor has placed on all its building sites “Modern Slavery happens in Australia” posters to encourage reporting, of any concerns, by any worker on our building sites. Posters display a contact number and email address for the Taylor Whistleblower Hotline.

Taylor’s Modern Slavery Policy is updated annually, and is clearly displayed at all Taylor work sites and offices is available to all staff on the company Intranet as well as our company website.





Modern Slavery Policy

Taylor is committed to limiting the risk of modern slavery occurring within its own business, in its supply chains or through any other business relationships.

Modern Slavery can take many forms but fundamentally is a range of exploitive practices including human trafficking, slavery, forced labour and child labour all of which have in common the deprivation of a person's liberty by another in order to exploit them for personal or commercial gain.

As part of its commitment the Company will comply with all applicable Australian slavery legislation including the Modern Slavery Act 2018 (Clth) and the Modern Slavery Act 2018 (NSW). This policy will be used to underpin any statement on modern slavery that is required to be made under that applicable legislation.

This policy applies to all persons working for and on behalf of the Company in any capacity, including employees, directors, officers, agency workers, contractors, consultants and any other third-party representatives. The Company expects all who have, or seek to have, a business relationship with the Company to familiarise themselves with this policy and to act in a way that is consistent with its values.

Policy

- The Company has a zero tolerance approach to all forms of modern slavery within its business and within its supply chain and is committed to acting ethically and with integrity in all of its business dealings and relationships and to implementing and enforcing effective systems and controls to ensure modern slavery is not taking place in its own business or any of its supply chains.
- As part of our approach we have in place or will put in place the following elements of a Company programme designed to prevent and detect modern slavery including:
 - A policy which articulates the Company's commitment to prevent modern slavery within its operations and supply chains, being this policy.
 - Communication of this policy and all relevant elements of the programme to all employees throughout the Company and our business partners and supply chains.
 - The assessment of modern slavery and human trafficking risk within the Company and supply chains and the development of effective, efficient and transparent controls to reduce exposure to those risks.
 - The adoption of anti-slavery wording in contracts.
 - The adoption of appropriate due diligence on business partners, agents, contractors, consultants, sub-contractors and suppliers, coupled with the requirement

that they implement procedures which incorporate the principles under the applicable modern slavery legislation.

- Training of all relevant individuals throughout the Company so that compliance with this policy is the duty of all relevant employees at all levels and individuals can recognise modern slavery practices and take steps to avoid the same.

Reporting:

You are required to be proactive and promptly report any suspected violation of this policy. Complaints will be kept confidential and will be dealt with appropriately.

Communication and Awareness:

Training on this policy on the risk of our business faces from modern slavery in its supply chains will be provided annually (and as otherwise necessary).

Breaches of this policy:

An employee who breaches this policy by engaging in or conspiring to engage in any modern slavery conduct will face disciplinary action.

The Company expects all who have, or seek to have, a business relationship with the Company to familiarise themselves with this policy and to act in a way that is consistent with its values.

This policy will be reviewed in December 2022.



George Bardas
Chief Executive Officer

Overseas Supply Chains

Taylor has governance processes that identify, address and mitigate modern slavery risks and practices. This is achieved through the preparation and implementation of its Modern Slavery Compliance Program, Modern Slavery Policy, and its engagement with its stakeholders to ensure compliance with the Act and Modern Slavery Policy. Taylor has implemented the actions outlined below regarding Supplier Assessment.

1. Taylor has implemented a Modern Slavery Procedure.

Please refer to **Annexure 2** for a copy of the complete Procedure

2. Subcontractor Invitation to Tender: Conditions of tendering now include a requirement to comply with all applicable Australian slavery legislation including the Modern Slavery Act 2018 (Commonwealth) and the Modern Slavery Act 2018 (NSW).

Please refer to **Annexure 3** for a copy of the Invitation Template.

3. Taylor Subcontractor Survey issued to all subcontractors and suppliers.

Please refer to **Annexure 4** for a complete copy of Taylor’s Subcontractor and Supplier Modern Slavery Questionnaire.

4. Hammertech Induction Questionnaire.

Please refer overleaf for more information.

5. Modern Slavery Commitment and Subcontractor Requirements as briefed to all Taylor Project Teams.

Please refer to **Annexure 5** for initial correspondence to the Project Teams.



Taylor Construction Group Pty Ltd ABN 29 017 428 244
 Level 13, 157 Walker St, North Sydney NSW 2060
 T 02 8736 9000 F 02 8736 9090 taylorau.com.au

MODERN SLAVERY PROCEDURE

1. PURPOSE
 Taylor is committed to upholding the principles of the Australian Modern Slavery Act. The Company’s approach comprises the following:

- Identification of key risk areas, internal and external
- Ensuring the Company’s employment and work practices are consistent with its stance against Modern Slavery
- Integration of Modern Slavery considerations in the Company’s supplier due diligence process and contract terms of purchase
- Awareness training for relevant staff
- Publication in December each year of an Annual Modern Slavery Statement in compliance with the Act.

2. CONSIDERATION OF RISKS
 Modern Slavery is defined as coerced work / forced labour, debt bondage, child labour and people trafficking.

2.1 INTERNAL RISK
 The principal internal risk for Taylor is employment or work practices that either fail to adequately exclude, or inadvertently support, Modern Slavery. Taylor’s approach to Modern Slavery issues related to employment practice is detailed in **Section 3**.

2.2 EXTERNAL RISK
 As a Construction business, Taylor relies on third parties for the supply of goods and services to construct its buildings. The principal Modern Slavery risk faced by Taylor is supply chain risk associated with procurement of these goods and services. Taylor’s approach to Modern Slavery issues related to supply chain risk is detailed in **Section 4**.

3. EMPLOYMENT PRACTICE

3.1 All staff throughout the Company are entitled to fair remuneration and employment conditions consistent with:

- i) The nature of their role - full time, part time permanent or casual, and
- ii) Local government regulations including minimum pay, leave and other requirements relevant to the position.

Additional staff protections are detailed in Taylor’s Employee Handbook and related policies.

3.2 All Taylor staff must be provided with written Employment Agreements / offers in a language they can understand, detailing terms of employment, the rate of pay, hours of work and other employee entitlements.

3.3 CHILD LABOUR
 No person under the age of 18 shall be employed or retained by Taylor to perform work that:

- iv) is mentally, physically, socially or morally dangerous to children, or
- iv) interferes with their schooling, or
- v) exposes them to serious hazards or illnesses, or
- vi) enslaves or separates the child from their family.

Document Name	Prepared By	Approved By	Last Review	Version No.	No. Pages
Modern Slavery Statement	CHALYTHAN	CHALYTHAN	180221	1	1 PAGE 1 OF 18

This document is uncontrolled once printed.



Modern Slavery Questionnaire

In 2018, the Modern Slavery Act was enacted by the Australian Government requiring certain businesses to publicly report on the risks of modern slavery in their operations and supply chain, and any actions taken to address those risks.

Taylor Construction Group Pty Limited has a reporting requirement under this legislation.

We understand that there are modern slavery risks in supply chains and are committed to ensuring our suppliers are not linked to modern slavery by identifying these risks and working in collaboration with you (our suppliers) to mitigate these risks.

Your response to this questionnaire will help us better understand, identify and prioritise modern slavery risks in our supply chain, and in doing so may assist you in meeting your obligations.

You are asked to complete this questionnaire honestly and with as much detail as possible. Completed questionnaires will be confidential and will not be shared with others without your consent.

There are no wrong answers. Taylor will support you throughout the duration of supply agreement with Taylor with your modern slavery risk management approach and provide guidance where necessary. If you have any questions, please contact us.

Several questions will ask to send documentation to ModernSlavery-Taylor@taylorau.com.au please include all documentation in one email.

...

* Required

Contact Details

1. Organisation name *

Enter your answer

Hammertech Induction Questionnaire

Complementary to Taylor's Supplier Assessment, WHSE has added an individual employment agreement questionnaire to Taylor's Hammertech log-in procedures. This questionnaire enables us to clarify engagement standards for all workers entering Taylor work sites.

These are the questions that are asked at the time of induction:

- For employment reasons, are you an Australian Citizen?
- If NO, have you for a working visa?
- Have you been advised on the conditions of your employment, in a language that was understood by you?
- Are you being paid your rightful entitlements without a reduction to repay fines or debt to the employer?
- Do you receive a payslip, either in electronic form or hard copy showing how your wage/salary has been calculated and what amount has been withheld for legal deductions?
- Have you been advised on how you can raise concerns related to labour conditions or make workplace complaints?
- If you were not born in, or a not a citizen of Australia, do you still have possession of your passport, birth certificate, or working visa?

If any worker answers NO to one or more of these questions, Taylor's Head of WHSE automatically gets a notification via Hammertech.

The Head of WHSE then confidentially forwards an email to the relevant Project Manager, asking them to speak to the individual in private to address the matter and then report back to senior management.

The Project Manager is also required to report any related activity formally, to senior management, within our PMR Reports.

Outcomes & Learnings

To date, investigations and individual consultations have identified issues related to incorrect answers provided due to difficulties in understanding written English. In response, questions were reviewed and shortened for easier interpretation.

We have found one-on-one discussions effective for connecting with workers and checking their employment status.



Training & Awareness

Over the past two years, our organisation has conducted training for current and new employees and our suppliers on on-site workers on the topic of human rights and modern slavery.

Supply Chain Sustainability School

Taylor is a Member of the Supply Chain Sustainability School. The School facilitates socially, environmentally and economically sustainable supply chains for all organisations in Australia and New Zealand through open access to educational resources.

All Taylor team members are now required to complete the Supply Chain Sustainability School's Human Rights and Modern Slavery module at the time of induction. Existing employees also undertook the training.

This training is now a compulsory component in Taylor's staff induction process.

Employee Inductions

All new employees provided information and training on your organisation's human rights policies or expectations around modern slavery.

New Employees

All new Taylor employees are provided with our Modern Slavery & Whistleblower policies at induction.

All Taylor Policies are readily available on the company Intranet and website.

Completing the Supply Chain Sustainability School Modern Slavery E-Learning Module is now part of Taylor's new employee induction process.

Please refer to the induction instructions email as **Annexure 6**.

Taylor has also implemented:

- A requirement for contractors' staff on Taylor sites to watch an induction video relevant to understanding modern slavery risks on construction sites.
- A recommendation for partner organisations to provide modern slavery awareness training to all relevant staff.



Third Party Recruitment

Wherever possible, Taylor endeavours to conduct direct recruitment. In instances where subcontractors may outsource project recruitment and labour hire, we monitor and assess third-party recruitment.

On Taylor projects sites, Taylor commits to:

- Monitor third-party labour providers or subcontractors and ask them to provide evidence of no recruitment fees paid by workers to the recruiter.
- Please refer to the information regarding Taylor's Modern Slavery Procedures and Subcontractor Questionnaire as outlined in Item 1.
- Directly recruit, select and hire all workers (full-time, part-time, temporary or seasonal) wherever possible.
- Use certified labour-hire companies only where applicable - N.A. in New South Wales.
- Have contracts of employment or engagement in place with our workers and copies of the workers' contracts readily available upon request.

Taylor will not:

- Recruit workers who have paid fees to agents to gain employment.
- Have a long chain of recruiters.
- Recruit through an agency or labour provider without the requirements mentioned above are being met.
- Upon request by our clients, Taylor undertakes to provide evidence of the above conditions being met.



Measuring Effectiveness

For Taylor to determine and ensure the effectiveness of its policies and procedures concerning identifying, assessing, monitoring and preventing modern slavery risks, Taylor is committed to (has and/or will be):

- Introduced Modern Slavery compliance reporting to Project Monthly Reports, Business Monthly Reports and Board Reports
- Established regular review processes of the entity's modern slavery mechanisms.
- Regularly reviewing the entity's risk assessment processes to ensure they are current (for example, amending the policy and modern slavery questionnaire as required from time to time).
- Random auditing of suppliers.
- Setting up feedback mechanisms to provide for regular engagement.
- Conducting internal audits to determine the effectiveness of modern slavery risk mitigation strategies.
- Introduced target dates (Action Plan) for modern slavery risk policy/process implementation.
- Considering the trends in grievance reports and responses.

Taylor has introduced effective feedback mechanisms through its whistleblower initiatives. These initiatives include reinforcing its Whistleblower Policy to account for identified and anonymous disclosures of non-compliance with the material provided.

This grievance mechanism ensures that instances of non-compliance are addressed. The COVID-19 pandemic has raised additional issues of Modern Slavery in the workplace, making effective feedback mechanisms more important than ever.

The Whistleblower Policy is made available to Officers and Employees and its subcontractors and relevant suppliers and covers the following:

- Protections available to whistleblowers, including protections under the Corporations Act.

- Who can receive disclosures qualifying for protection under the Corporations Act (protected disclosures), and how they can be made.
- How to make a qualified disclosure, and how the company will support whistleblowers and protect them from detriment.
- How the company will investigate protected disclosures.
- How the policy will be made available to officers and employees of the entity.
- How the company will ensure fair treatment of employees who are mentioned in protected disclosures, or to whom such disclosures relate.

Taylor team members have access to Taylor's latest Modern Slavery Statement on the company Sharepoint intranet. In addition, Taylor team members are now required to undertake a Supply Chain Sustainability School, Modern Slavery e-learning module at Induction.

The Treasury Laws Amendment (Enhancing Whistleblower Protections) Act 2019 (Cth) saw the expansion of whistleblower protections by requiring eligible entities to implement whistleblower policies, and ensure mandatory criteria are addressed. Taylor is committed to maintaining policies in line with current legislation, working closely with an external legal partner to ensure compliance with any matters prescribed under the Regulations.



Modern Slavery Measurement and Evaluation Action Plan

Updated November 2022

Milestone	Performance Indicators	Status	Target FY23
Policies and Procedures	Modern Slavery Policy	Published in FY20	
	Whistleblower Policy updated	Published in FY21	
	Modern Slavery Procedure	Completed in FY21	
Due Diligence	Complete annual Informed 365 Assessment	Completed Annually	Scheduled
	Supplier and Contractor Post Tender Interview questions	Implemented in FY21	Ongoing
	Modern Slavery Questionnaire: issued to selected suppliers	Issued to 200 selected suppliers in FY21	Ongoing
	Modern Slavery Questionnaire: follow up actions for suppliers	Commenced in FY22	Ongoing
	Modern Slavery clauses in contracts	Completed in FY20	
	Require subcontractor evidence of no recruitment fees paid by workers.	Added relevant clause to QSE-F-15.06 Subcontractor Assessment Form in FY21	Update as required, manage responses
	Supplier Code of Conduct	Complete in FY22	
	Right to work checks; Staff Inductions and Post Tender Interviews (Post Tender Interviews)	Implemented in FY21	Ongoing
	Modern Slavery Strategy and Review meetings	Commenced in FY20	Ongoing
	Monthly Project Management Report	Commenced in FY21	Ongoing
	Included in monthly Business/Board Report	Completed in FY21	Ongoing
Training and Education	Internal staff training & inductions: SCSS Modern Slavery Module Certificate	Completed in FY22	Ongoing for new employees
	Whistle Blower + Modern Slavery Policies distribution via Intranet (online module)	Commenced in FY21	
	Site/Office Posters	Commenced in FY21	

Consultation & Other Information

Consultation

Taylor views the issues of modern slavery as being similarly aligned and of equal importance to those of Health, Safety, Environmental and Quality considerations within our business.

As such, the consultation and communication of modern slavery issues are managed under the responsibilities of our Company Secretary, reporting directly to our Board of Directors.

The Human Resources and WHSEQ team met quarterly when we first established our modern slavery approach. They now meet annually or as required. Issues regarding modern slavery, human rights, worker wellbeing and similar social issues are communicated amongst this group at these monthly meetings or otherwise, as required.

All information and resources are readily shared within the working group via a dedicated, remotely accessible Microsoft Teams group.

Other Relevant Information

The Australian property industry has been recognised as a leader in addressing modern slavery issues, both within their own businesses and as a collective, within the Australian economy.

As a significant supplier of services to the property industry, Taylor is responsible for ensuring that our practices are the best they can be on all issues, especially regarding corporate and social governance.

Over the past 24 months Taylor has accessed resources and participated in various initiatives, including:

- Property Council of Australia Supplier Engagement Platform
- Informed 365
- Supply Chain Sustainability School
- Peer/industry discussion groups
- Key client supply chain transparency audit

Taylor will continue to evaluate the most effective means of participation and access to accurate knowledge and awareness of modern slavery concerns and ways in which to maximise our positive social impact.



Annexure 1
Business
Conduct &
Ethics Policy

BUSINESS CONDUCT AND ETHICS POLICY

1. Purpose

The purpose of this Policy is to encourage all employees and contractors (and employees of current contractors) to report any person suspected of immoral, unethical, or unlawful business conduct and practices within Taylor Construction Group Pty Ltd (the **Company**).

This policy is intended to provide information in relation to the protection that is available in circumstances where the Company's Whistleblower Policy **does not** apply. The Company's Whistleblower Policy must firstly be considered.

There are situations where the reportable conduct is not protected under the Company's Whistleblower Policy but is appropriate and helpful for a report to be made to the Company in relation to the conduct.

For example, reports may include suspected:

- adverse behaviour,
- inappropriate behaviour or concealment of such conduct,
- material business risks, or
- questionable accounting or auditing practices.

2. Application of this Policy

The Company seeks to also provide a level of protection to persons who make a report even where the requirements for legal whistleblower protection are not met. Disclosures under this policy are referred to as business conduct or ethics disclosure.

Details of the specific protection provided by Taylor are outlined below.

3. Protection for persons who make a conduct or ethics disclosure

If an individual who has made a business conduct and ethics disclosure is concerned that reprisals may have been taken against them or they may have suffered a detriment due to their having made the disclosure, that individual may contact the People Relations Manager directly or via the Ethics email ethics@taylorau.com.au.

Where there is a real risk that an individual's business conduct or ethics disclosure concern could result in reprisals against the discloser, the recipient of that individual's concern (such as a manager or fellow employee) must treat the matter confidentially and ensure the matter is referred to the People Relations Manager either directly or through the Ethics email.

The Company, through Human Resources, will also take reasonable steps to protect other employees who have been requested to assist in investigating from any reprisals.

Document Name	Originator	Approved	Last Review	Version No	No. Pages
Business Conduct & Ethics Policy	Karen Ryan	Clive Wickham	01/02/21	2021/1	Page 1 of 3

Note: These concerns must have a reasonable foundation for being raised and the person providing the information must do so in good faith.

Unsubstantiated, malicious allegations which prove to be false will be viewed seriously and followed up with disciplinary action up to and including termination of employment.

4. Who to report to

An email has been established that a person making the report can email in the utmost confidence to provide the initial information. Hardcopy documents may also be provided to this Ethics email. Reports made to the ethics email will be reports provided to People Relations Manager confidentially who is responsible for ensuring that the information is fully investigated and properly reported.

5. Investigation

To reassure those individuals providing information as to the integrity with which their information will be assessed by the Company, the investigation will be undertaken by appropriately qualified parties depending on the matter or content of the individual complaint received.

It should be noted that if an employee chooses to disclose an issue anonymously, this may hinder the ability to fully investigate the matter.

In this regard, the investigating officers undertaking the review of the information provided will assume no guilt on the part of **any party** until proven otherwise. Where any wrongdoing is uncovered, the investigating officer will apply the guidelines of the Company Code of Conduct or other relevant policies along with this Business Conduct and Ethics Policy.

Where an individual makes a business conduct or ethics disclosure, the discloser will receive relevant and timely feedback on the progress of the investigation, which may vary on a case by case basis. At the conclusion of the investigation they will be informed of the outcome.

6. Penalties for Breach of this Policy

Where any Officer, employee or contractor of Taylor breaches the Business Conduct and Ethics Policy by acts of intimidation, retaliation etc this will be considered to be a breach of the Company's Code of Conduct and will be dealt with as such as outlined within that policy.

7. Reporting

Once the matter has been initiated, the People Relations Manager is responsible for reporting matters as appropriate to Taylor's Executive Team.

8. Policy Review

Date adopted: November 2019
Administrator: People Relations Manager

Document Name	Originator	Approved	Last Review	Version No	No. Pages
Business Conduct & Ethics Policy	Karen Ryan	Clive Wickham	01/02/21	2021/1	Page 2 of 3

Review date: This policy will be reviewed at a minimum of every two years.

9. Policy Amendments

Amendment number	In operation from (date)	Brief description	Policy Approved by
0	1 November 2019	Original	Clive Wickham
1	1 February 2021	Update HR title	Clive Wickham

10. Related Documents

- a) Taylor Code of Conduct
- b) Taylor Whistleblower Policy
- c) Taylor Employee Handbook

11. APPENDIX 1 – Business Conduct and Ethics EXAMPLE

Find below an **example** on how this policy can operate.

Information Technology Security concern:

An employee brings to work a personal CD containing image files that are sexually explicit. He downloads the images to his hard drive and then decides to circulate some of the images to his colleagues. One employee receiving the material is offended and uses the provisions of the Business Conduct and Ethics Policy to report the matter confidentially, as the actions are in breach of the computer usage policy.

The employee can contact the Ethics hotline. The *IT Policy* together with the *Code of Conduct* clearly stipulates that this behaviour is unacceptable.

Annexure 2

Modern Slavery Procedure

MODERN SLAVERY PROCEDURE

1. PURPOSE

Taylor is committed to upholding the principles of the Australian Modern Slavery Act. The Company's approach comprises the following:

- Identification of key risk areas, internal and external
- Ensuring the Company's employment and work practices are consistent with its stance against Modern Slavery
- Integration of Modern Slavery considerations in the Company's supplier due diligence process and contract terms of purchase
- Awareness training for relevant staff
- Publication in December each year of an Annual Modern Slavery Statement in compliance with the Act.

2. CONSIDERATION OF RISKS

Modern Slavery is defined as coerced work / forced labour, debt bondage, child labour and people trafficking.

2.1 INTERNAL RISK

The principal internal risk for Taylor is employment or work practices that either fail to adequately exclude, or inadvertently support, Modern Slavery. Taylor's approach to Modern Slavery issues related to employment practice is detailed in **Section 3**.

2.2 EXTERNAL RISK

As a Construction business, Taylor relies on third parties for the supply of goods and services to construct its buildings. The principal Modern Slavery risk faced by Taylor is supply chain risk associated with procurement of these goods and services. Taylor's approach to Modern Slavery issues related to supply chain risk is detailed in **Section 4**.

3. EMPLOYMENT PRACTICE

3.1 All staff throughout the Company are entitled to fair remuneration and employment conditions consistent with:

- i) The nature of their role - full time, part time permanent or casual, and
- ii) Local government regulations including minimum pay, leave and other requirements relevant to the position.

Additional staff protections are detailed in Taylor's Employee Handbook and related policies.

3.2 All Taylor staff must be provided with written Employment Agreements / offers in a language they can understand, detailing terms of employment, the rate of pay, hours of work and other employee entitlements.

3.3 CHILD LABOUR

No person under the age of 18 shall be employed or retained by Taylor to perform work that:

- iii) is mentally, physically, socially or morally dangerous to children, or
- iv) interferes with their schooling, or
- v) exposes them to serious hazards or illnesses, or
- vi) enslaves or separates the child from their family.

Document Name	Prepared By	Approved By	Last Review	Version No	No. Pages
QSE-P-51 - Modern Slavery Procedure	Clive Wickham	Clive Wickham	18/03/21	0	Page 1 of 15



3.4 COERCED LABOUR

No person shall be:

- vii) forced or coerced into working for Taylor, or
- viii) bound to work for Taylor to settle debts owed to the Company.

3.5 PEOPLE TRAFFICKING

Taylor explicitly prohibits the recruitment, transportation, transfer, harbouring or receipt of persons, by means of:

- the threat or use of force or other forms of coercion,
- abduction,
- fraud or deception
- the abuse of power or of a position of vulnerability
- the giving or receiving of payments or benefits to achieve the consent of a person having control over another person, for the purpose of exploitation.

3.6 COMPLIANCE RESPONSIBILITIES

Responsibility for ensuring compliance with these employment requirements are with the CEO, CFO and People Relations Manager.

4. SUPPLY CHAIN RISK MANAGEMENT

4.1 SUPPLIER DUE DILIGENCE

A minimum of 10 suppliers annually are reviewed for Modern Slavery compliance on a rotating basis, with priority given to higher risk suppliers, determined by:

- i) The supplier's location and its relative country ranking in the [Global Slavery Index](#),
- ii) The scale of the Company's business with the supplier,
- ii) Third party evidence (for example from industry publications or whistleblowers) indicating that the supplier's industry or supplier itself may be especially prone to Modern Slavery.

The mechanism for review is the Taylor Supplier Questionnaire (refer Appendix A). In the event responses to the questionnaire are found to be deficient, Taylor will first undertake to work with the supplier to address the deficiencies. If the deficiencies cannot be adequately mitigated, purchase authority will be revoked.

4.2 PURCHASE ORDER TERMS & CONDITIONS

Taylor Purchase Order, Subcontracts and Consultant Agreements Terms & Conditions are amended to include reference to Modern Slavery in accordance with the Act.

5. AWARENESS TRAINING

5.1 Policy awareness training is conducted for existing staff involved in:

- i) Recruiting and hiring employees
- ii) Selection and approval of suppliers

New staff involved in these processes receive training at the time of induction. Staff completing the training session must sign to acknowledge receipt and understanding of this policy.

Document Name	Prepared By	Approved By	Last Review	Version No	No. Pages
QSE-P-51 Modern Slavery Procedure	Clive Wickham	Clive Wickham	18/03/21	0	Page 2 of 15



6. ANNUAL MODERN SLAVERY STATEMENT

6.1 A Modern Slavery Statement covering the prior financial year shall be completed and lodged by **December 31st** each year. The Statement shall be prepared in accordance with the Modern Slavery Act and shall include:

- i) Company ID
- ii) Details of Taylor structure, operations and supply chains
- iii) Risks of Modern Slavery in the business
- iv) Actions taken by Taylor to assess and address these risks
- v) How Taylor assesses the effectiveness of these measures
- vi) How Taylor translates this to our controlled entities

Document Name	Prepared By	Approved By	Last Review	Version No	No. Pages
QSE-P-51 Modern Slavery Procedure	Clive Wickham	Clive Wickham	18/03/21	0	Page 3 of 15

This document is uncontrolled once printed.



vii)

APPENDIX A

Taylor Modern Slavery Questionnaire

Document Name	Prepared By	Approved By	Last Review	Version No	No. Pages
QSE-P-51 Modern Slavery Procedure	Clive Wickham	Clive Wickham	18/03/21	0	Page 4 of 15

This document is uncontrolled once printed.



TAYLOR MODERN SLAVERY QUESTIONNAIRE

In 2018, the Modern Slavery Act was enacted by the Australian Government requiring certain businesses to publicly report on the risks of modern slavery in their operations and supply chain, and any actions taken to address those risks.

Taylor Construction Group Pty Limited and its has a reporting requirement under this legislation.

We understand that there are modern slavery risks in supply chains and are committed to ensuring our suppliers are not linked to modern slavery by identifying these risks and working in collaboration with you (our suppliers) to mitigate these risks.

Your response to this questionnaire will help us better understand, identify and prioritise modern slavery risks in our supply chain, and in doing so may assist you in meeting your obligations.

You are asked to complete this questionnaire honestly and with as much detail as possible. Completed questionnaires will be confidential and will not be shared with others without your consent.

There are no wrong answers. Taylor will support you throughout the duration of supply agreement with Taylor with your modern slavery risk management approach and provide guidance where necessary. If you have any questions, please contact us.

Contact details - Taylor	
Contact person	
Contact email	
Contact phone	(02) 8736 9000

Contact details - Supplier	
Organisation name	
Organisation address	
Australian Business Number	
Parent company	
Contact person	
Contact email	
Contact phone	
Date of questionnaire completion	

Document Name	Prepared By	Approved By	Last Review	Version No	No. Pages
QSE-P-51 Modern Slavery Procedure	Clive Wickham	Clive Wickham	18/03/21	0	Page 5 of 15

This document is uncontrolled once printed.



Organisation structure	
1.	<p>How much visibility does your organisation have over your supply chain? Please select one of the below and explain why you selected this option:</p> <p><input type="checkbox"/> High: You have mapped the full supply chain for key products and services used by your organisation and have identified key suppliers at all levels of your supply chain.</p> <p><input type="checkbox"/> Moderate: You have identified major Tier One suppliers and have partially or fully mapped the supply chains for key products and services of your supply chain.</p> <p><input type="checkbox"/> Developing: You have identified major Tier One suppliers. You have very limited or no visibility of your supply chains below the Tier One level.</p>
2.	<p>Does your organisation have a policy or policies in place to deal with modern slavery?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If Yes, please provide details of, or a copy of, the policy or policies, including information on whether your organisation has a system to monitor compliance with these policies. If your answer is No, please provide information on what your organisation is doing, or plans to do, to manage modern slavery risks.</p>

Document Name	Prepared By	Approved By	Last Review	Version No	No. Pages
QSE-P-51 Modern Slavery Procedure	Clive Wickham	Clive Wickham	18/03/21	0	Page 6 of 15



3. Does your organisation have a person or team responsible for overseeing modern slavery risks (including record keeping regarding contractors and subcontractors) that arise in relation to the goods or services that you deliver?

Yes No

If Yes, please describe the role and responsibility of that person/team below.

Training

4. Are staff in your organisation trained on how to identify, assess and respond to modern slavery risks?

Yes No

If Yes, please describe the nature of the training available and the positions or roles of staff that receive training. Please also specify whether training is also available to other organisations or staff in your supply chain.

If No, does your organisation plan to introduce modern slavery risk training for staff?

Document Name	Prepared By	Approved By	Last Review	Version No	No. Pages
QSE-P-51 Modern Slavery Procedure	Clive Wickham	Clive Wickham	18/03/21	0	Page 7 of 15



Supplier engagement	
5.	<p>Does your organisation perform screening/evaluation of all prospective suppliers to assess the risks of modern slavery or other human rights harms that may occur in its operations and supply chains?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If Yes, please describe how your organisation performs this screening. If No, does your organisation plan to introduce measures to screen prospective suppliers for modern slavery risks in future?</p>
6.	<p>Are you aware of low-skilled migrant workers working in your organisation's supply chains?</p> <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> <p>If Yes, please provide information about where in your organisation's supply chain low-skilled migrant workers are employed.</p>

Document Name	Prepared By	Approved By	Last Review	Version No	No. Pages
QSE-P-51 Modern Slavery Procedure	Clive Wickham	Clive Wickham	18/03/21	0	Page 8 of 15



Response processes

7.	How would your organisation respond to any allegation of modern slavery or substandard working conditions in its operations or supply chains?
8.	Does your organisation engage in any other due diligence activities to identify, prevent and mitigate risks specific to modern slavery in your operations and supply chains? Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please describe these activities below.

Document Name	Prepared By	Approved By	Last Review	Version No	No. Pages
QSE-P-51 Modern Slavery Procedure	Clive Wickham	Clive Wickham	18/03/21	0	Page 9 of 15



Additional documentation	
Is your organisation required to report under the <i>Modern Slavery Act (Cth) 2018</i> ?	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please attach a copy of your modern slavery statement(s).
Is your organisation recognised through certification / accreditation or membership of that addresses social risk, human rights or modern slavery? (e.g. Certified to SA8000, member of the Ethical Trading Initiative, prequalified to the Cleaning Accountability Framework (CAF) 3 Star Standard, using ISO20400, are Global Green Tag Modern Slavery Declaration participant, member with SEDEX, or similar)	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please attach a copy/details of your recognition.
Is there any other additional documentation you have attached to this questionnaire?	Yes <input type="checkbox"/> No <input type="checkbox"/> If Yes, please list them here.
Supplier code of conduct acknowledgement	
Please acknowledge receipt of the Taylor Supplier Code of Conduct and make the following declaration.	
<input type="checkbox"/> I have read and understood Taylor's Supplier Code of Conduct and on behalf of my organisation, <ul style="list-style-type: none"> <input checked="" type="radio"/> Agree to comply with these requirements. <input type="radio"/> Are unable to comply with these requirements. 	

Please return the completed questionnaire to the nominated Taylor contact on the page 1.

Document Name	Prepared By	Approved By	Last Review	Version No	No. Pages
QSE-P-51 Modern Slavery Procedure	Clive Wickham	Clive Wickham	18/03/21	0	Page 10 of 15

Annexure 3
Subcontractor
Invitation to
Tender

SUBCONTRACTOR INVITATION TO TENDER

Trade Works: [REDACTED]

Project Name: [REDACTED]

Project Number: [REDACTED]

Client: [REDACTED]

Closing Date: [REDACTED]

Attention: [REDACTED]

Email Submission: [REDACTED]

Aconex/Procore Submission: Reply and attach submission to tender request

Taylor Construction Group ("Taylor") are the Builder for the above project. Accordingly, we invite your fully conforming tender submission for the Enter Trade Works Details.

Documentation issued for Tender:

1. This Invitation to Tender
2. The following documentation:
 - a. Drawings (as attached)
 - c. TCG Standard Subcontract Conditions
 - d. Other Documents (as attached)

We request you comply in all respects with all aspects of the Project Documentation issued. Should additional details (not contained within the Project Documentation) be required, the Subcontractor shall request the necessary information.

A) Project / Site:

[REDACTED]

B) Programme:

Subcontract works shall commence: [REDACTED]

Subcontract works to be completed: [REDACTED]

C) Conditions of Tendering:

In submitting a Tender in response to this invitation, the Tenderer:

- 1) Warrants that the carrying out of the Trade Package in accordance with this invitation and the Project Documentation;
- 2) Offers to carry out, for the lump sum tender price, all works included in the Project Documentation;
- 3) Confirms that it has visited and inspected the site and has satisfied itself with all the conditions under which the work will be performed, and, has researched and complied with all conditions and requirements of the relevant authorities and the Project Documentation;
- 4) Successful Tenderer will be invited to enter into a Subcontract Agreement, a draft copy of which is included in the Tender Documentation;
- 5) **Complies with all applicable Australian slavery legislation including the Modern Slavery Act 2018 (Commonwealth) and the Modern Slavery Act 2018 (NSW).**

D) Contract Compliance:

Taylor's General Subcontract Conditions will apply. It is your responsibility to make yourself familiar with the same prior to submitting your Tender. Acceptance of your Tender will be based

on your familiarity, acceptance and compliance with these documents.

Payment Terms:

Progress Claim to be submitted by the 25th of the Month (Forecast to end of month).

Defects Liability Period: 12 Months following Practical Completion of the Project Works.

Retention: 10% withheld per Claim until 5% of the final Subcontract Value is reached. 2.5% will be released at Practical Completion of the Project Works, the balance will be released after expiry of the Defects Liability Period.

Liquidated Damages:

E) Tender Price:

Tender Submissions shall be Fixed Lump Sum, not subject to rise and fall, and shall allow for all escalation and taxes (including but not limited to; CPI, BPI, Levy Increases, Labour Costs Increases, Material Cost Increases, Carbon Pricing / Tax and the like) as required to successfully execute and complete the entire Trade Package.

If a Bill of Quantities is included in the Project Documentation issued for Tender, the Tenderer must complete every item and include the completed Bill of Quantities in its Tender Submission. A Bill of Quantities will not become a Subcontract Document but may be used by Taylor for the valuation of Variations and Progress Payments.

Where the Project Documentation issued for Tender provides for a Schedule of Rates, the relevant parts applicable to the Trade Package are required to be completed and submitted as part of the Tender.

F) Tender Compliance and Validity:

Your Tender shall comply with all aspects of this Invitation to Tender. Taylor may not give consideration to any Tender that is non-conforming.

A complying Tender may be accompanied by a separated additional qualified Tender Proposal resulting in time and/or cost or other benefits.

The Tenderer agrees that its Tender shall remain valid for 90 days following the Closing Date of Tender as shown above.

G) Tender Submission:

Your Tender must be based on a Fixed Lump Sum and allow for all terms and conditions set out in the Project Documentation issued for Tender. Please include a comprehensive breakup of your Submission and a full Schedule of Rates.

Tenders will be evaluated and awarded based on price, experience, WHS, programme, quality, innovation and various matters relating to this trade. Taylor shall not be bound to the lowest price submission.

As part of the pricing submission, the subcontractor is also to advise on the following:

- Experience on projects of equal type and size
- Nominate if subcontractors will be used, who they are and their project type and experience
- Current workload
- Estimate of annual turnover
- Value of current work on other Taylor projects

For any queries or further information regarding this Tender, please contact the undersigned. We look forward to receiving your Tender Submission.

Regards,

Signature

Name.....

Position.....

Taylor Construction Group Pty Ltd
L 13, 157 Walker St, North Sydney NSW 2060
T 02 8736 9000 M 0405 289 117 W taylorau.com.au

Annexure 4
Subcontractor
& Supplier
Modern Slavery
Questionnaire



Modern Slavery Questionnaire (Copy)

In 2018, the Modern Slavery Act was enacted by the Australian Government requiring certain businesses to publicly report on the risks of modern slavery in their operations and supply chain, and any actions taken to address those risks.

Taylor Construction Group Pty Limited has a reporting requirement under this legislation.

We understand that there are modern slavery risks in supply chains and are committed to ensuring our suppliers are not linked to modern slavery by identifying these risks and working in collaboration with you (our suppliers) to mitigate these risks.

Your response to this questionnaire will help us better understand, identify and prioritise modern slavery risks in our supply chain, and in doing so may assist you in meeting your obligations.

You are asked to complete this questionnaire honestly and with as much detail as possible. Completed questionnaires will be confidential and will not be shared with others without your consent.

There are no wrong answers. Taylor will support you throughout the duration of supply agreement with Taylor with your modern slavery risk management approach and provide guidance where necessary. If you have any questions, please contact us.

Several questions will ask to send documentation to ModernSlavery-Taylor@taylorau.com.au please include all documentation in one email.

Contact Details

1. Organisation name *

2. Organisation address *

3. Australian Business Number *

4. Parent company (N/A if not applicable) *

5. Contact person *

6. Contact email *

7. Contact phone *

Organisation structure

8. How much visibility does your organisation have over your supply chain? *

- High: You have mapped the full supply chain for key products and services used by your organisation and have identified key suppliers at all levels of your supply chain.
- Moderate: You have identified major Tier One suppliers and have partially or fully mapped the supply chains for key products and services of your supply chain.
- Developing: You have identified major Tier One suppliers. You have very limited or no visibility of your supply chains below the Tier One level.

9. Please explain why you selected this option: *

10. Does your organisation have a policy or policies in place to deal with modern slavery? *

- Yes
- No

11. Please provide details of, or a copy of, the policy or policies, including information on whether your organisation has a system to monitor compliance with these policies. If you have a copy of the policies, please email them to ModernSlavery-Taylor@taylorau.com.au *

12. Please provide information on what your organisation is doing, or plans to do, to manage modern slavery risks. *

13. Does your organisation have a person or team responsible for overseeing modern slavery risks (including record keeping regarding contractors and subcontractors) that arise in relation to the goods or services that you deliver? *

Yes

No

14. Please describe the role and responsibility of that person/team below.

*

Training

15. Are staff in your organisation trained on how to identify, assess and respond to modern slavery risks? *

Yes

No

16. Please describe the nature of the training available and the positions or roles of staff that receive training. Please also specify whether training is also available to other organisations or staff in your supply chain. *

17. Does your organisation plan to introduce modern slavery risk training for staff? *

Yes

No

Supplier Engagement

18. Does your organisation perform screening/evaluation of all prospective suppliers to assess the risks of modern slavery or other human rights harms that may occur in its operations and supply chains? *

Yes

No

19. Please describe how your organisation performs this screening. *

20. Does your organisation plan to introduce measures to screen prospective suppliers for modern slavery risks in future? *

Yes

No

21. Are you aware of low-skilled migrant workers working in your organisation's supply chains? *

Yes

No

22. Please provide information about where in your organisation's supply chain low-skilled migrant workers are employed. *

Response processes

23. How would your organisation respond to any allegation of modern slavery or substandard working conditions in its operations or supply chains? *

24. Does your organisation engage in any other due diligence activities to identify, prevent and mitigate risks specific to modern slavery in your operations and supply chains? *

Yes

No

25. Please describe these activities below. *

Additional Documentation

26. Is your organisation required to report under the Modern Slavery Act (Cth) 2018? *

- Yes. Please send a copy of your modern slavery statement(s) to ModernSlavery-Taylor@taylorau.com.au
- No

27. Is your organisation recognised through certification / accreditation or membership of that addresses social risk, human rights or modern slavery? (e.g. Certified to SA8000, member of the Ethical Trading Initiative, prequalified to the Cleaning Accountability Framework (CAF) 3 Star Standard, using ISO20400, are Global Green Tag Modern Slavery Declaration participant, member with SEDEX, or similar) *

- Yes. Please send a copy/details of your recognition to ModernSlavery-Taylor@taylorau.com.au
- No

28. Is there any other additional documentation you will be sending to ModernSlavery-Taylor@taylorau.com.au *

- Yes
- No

29. Please list them here. *

Supplier code of conduct acknowledgement

30. Please acknowledge receipt of the Taylor Supplier Code of Conduct and make the following declaration. *

I have read and understood Taylor's Supplier Code of Conduct and on behalf of my organisation,

- Agree to comply with these requirements.
- Are unable to comply with these requirements.

This content is neither created nor endorsed by Microsoft. The data you submit will be sent to the form owner.

 Microsoft Forms

Annexure 5

Correspondence to Project Teams

Delete Archive Flag Read/Unread Sync ...

From: Stephen Player

Sent: Tuesday, September 21, 2021 1:13 PM

To: Construction Managers <constructionmanagers@taylorau.com.au>; Project Managers <Projectmanagers@taylorconstruction.com.au>; Site Managers <Sitemanagers@taylorconstruction.com.au>; Foreman <Foreman@taylorconstruction.com.au>; CA <CA@taylorau.com.au>; Project Coordinator <ProjectCoordinator@taylorau.com.au>; Engineers <engineers@taylorau.com.au>; Cadets <Cadets@taylorconstruction.com.au>; Safety Officers <safetyofficers@taylorau.com.au>

Cc: Clive Wickham <clive@taylorau.com.au>; George Bardas <george@taylorau.com.au>; Tim Christie <TimC@taylorau.com.au>; Ben Folkard <BenF@taylorau.com.au>; Chris Bellemore <chrisbe@taylorau.com.au>; Stephen Williams <swilliams@taylorau.com.au>; Andrew Andreou <AndrewA@taylorau.com.au>; Frank Fotakis <frankf@taylorau.com.au>; Scott Bertolissio <ScottB@taylorau.com.au>; Reza Pirmoradi <rezap@taylorau.com.au>

Subject: Modern Slavery & Associated Documents

Hi All,

MODERN SLAVERY COMMITMENT BY TAYLOR

Taylor is committed to limiting the risk of modern slavery occurring within its business, in its supply chains or through any business relationships.

As part of Taylor commitment the company will comply with all applicable Australian slavery legislation including the Modern Slavery Act 2018 (Commonwealth) and Modern Slavery Act 2018 (NSW).

In order to meet these commitments, attached is the Modern Slavery Policy, Procedure and associated documents to manage this process.

Attached is the Subcontractor Invitation to Tender-TEMPLATE, which has been amended to include commitment by Subcontractors, Suppliers and other business relationships to comply with the Modern slavery legislation.

Attached is the Subcontractor Tender Interview and Assessment Form QSE-F-15.05 which has been amended to include Modern Slavery questions (refer page 4) for the Subcontractor (Employer) or Supplier to respond in order to prevent/limit forced labour and exploitive practices. As part of the Hammertech Induction process a series of questions are asked to prevent/limit exploitation of Subcontractor Employees.

Attached is the CONTRACTORS HSE REQUIREMENTS QSE-F-15.23 which has been amended to include alternative duties to injured workers in their rehabilitation (refer page 7)

Please ensure that the current Subcontractor Interview & Assessment Form QSE-F-15.06 and CONTRACTOR HSE REQUIREMENTS QSE-F-15.23 are used for all future Tender Submissions. Tender Submissions which are submitted after Friday, 8th October 2021 which are not the current documents shall be rejected.

Annexure 6
Induction
Instructions
Email

New Starter Information Required

Delete Archive Flag Read/Unread Sync ...

New Starter Information Required

HR Human Resources <HR@taylorau.com.au> Monday, 3 January 1 at 10:04 am

End of Year Shutdown... 503.9 KB image001.png 184.6 KB Work time pro -Leav... 654.5 KB

Download All • Preview All

Good Afternoon,

I hope your morning of inductions provided you with ample information to begin to equip you for your road ahead at Taylor. Please reach out to HR at any time if you have any queries or concerns.

This email is to serve as a reminder to send some required documents over to HR as soon as you get the chance. Items are listed below:

- Headshot (shoulders up, ideally against a white background)
- Signed induction checklist
- Uniform application form
- Skills & competency record form (and supporting documents)

Furthermore, see attached guide for using Taylor's leave system. Please ensure you bookmark the link in the attached document for quick access in the future. **Please apply for all leave (including sick leave, annual leave etc.) using this platform.**

You will also find attached details about our shutdown period for you to discuss with your manager.

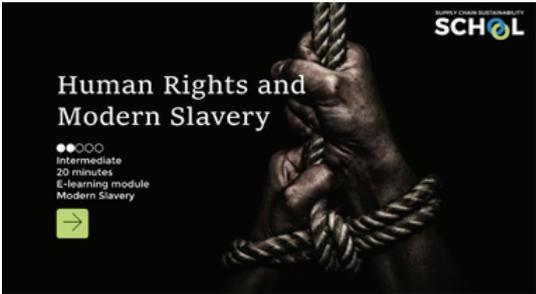
Finally, Taylor is a member of Supply Chain Sustainability School (SCSS). We ask you to please join us and be part of our company membership. Once signed up you will be able to complete training and accreditation modules. Some of the training will be compulsory.

You will shortly each receive an invitation to sign up. Please do so immediately as you will be required to complete a compulsory training module **within a week**.

The Supply Chain Sustainability School is an industry-wide collaboration, led by Fellows and Members whose Vision for the School is "Collaborative accessible education for a sustainable future". The School enables socially, environmentally and economically sustainable supply chains for all organisations in Australia and New Zealand through open access to educational resources.

COMPULSORY MODERN SLAVERY TRAINING

[Human Rights & Modern Slavery Intermediate 20-minute module.](#)



The graphic features a dark background with a close-up of hands holding a thick rope. The text 'Human Rights and Modern Slavery' is prominently displayed. Below it, a progress indicator shows three filled circles and one empty circle, followed by the text 'Intermediate 20 minutes E-learning module Modern Slavery'. A green arrow icon points to the right. The 'SCHOL' logo is in the top right corner.

To take part in this training you will need to sign up to the training provider **Supply Chain Sustainability School**.

You must complete this module within 1 week of receiving this email.

After you have signed up, you can find the link to the relevant Modern Slavery module [here](#).

On completion, a Certificate of completion will appear on your profile. Please download the certificate and forward a copy to hr@taylorau.com.au to be added to the company training register.

If you have any questions please contact hr@taylorau.com.au

Thank you.

Emily

Thank you

Taylor Construction Group Pty Ltd

ABN 25 067 428 344

Level 13, 157 Walker Street

North Sydney NSW 2060

Telephone: 02 8736 9000

Fax: 02 8736 9090

Website: taylorau.com.au

TAYLOR