



Reconciliation Policy

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1. Policy Statement

In relation to Aboriginal and Torres Strait Islander peoples in our community, Rae and Sara is committed to acknowledging the past, recognising the cultural and spiritual needs and supporting the future.

2. Scope

This policy applies to all employees, contractors, and business operations for Rae and Sara. It covers how we embody the key principles of reconciliation in our day to day work, reflect on the past and contribute to the future of Aboriginal and Torres Strait Islander peoples in the work we undertake for clients.

3. Our commitment to reconciliation

Recognition

3.2 Economic Contribution

Objectives:

- Using procurement as an enabler for creating and growing economic contribution for Aboriginal and Torres Strait Islander peoples

Actions:

- Ensure all procurements we deliver or oversight fully incorporate the principles and requirements incorporated in the Procurement SA **Economic and Social Procurement Guideline** as well as supporting the Office of the Industry Advocates' **Aboriginal Engagement Initiative**.
- Run workshops targeted at Aboriginal businesses in South Australia with the aim of supporting

3.3 Community Contribution/Giving back

Objectives:

- To provide direct and tangible support to Aboriginal businesses in South Australia

Actions:

- Provide a dedicated channel on the Rae and Sara website to offer assistance (pro bono) in the preparation of tender responses for SA Government tenders.

3.4 Staff Engagement

Actions:

- Include commitment to reconciliation in staff induction process
- Share information with employees and contractors in relation to upcoming reconciliation events/event attendance
- Recognise and celebrate achievements

4. Reporting

To demonstrate compliance with this policy, we will report progress annually. The framework below provides a structure for reporting.

4.1 Key Performance Indicators

Category	Indicator	Target
Provision of pro bono support to Aboriginal Businesses in SA	Number of projects delivered	Minimum of three projects per year delivered to Aboriginal Businesses in SA
Membership of Reconciliation SA	Active membership	Invest in membership for 2026.
Acknowledgement of Country at meetings	% of meetings/events attended	95+%
Rae and Sara attendance at Reconciliation event	At least one event per year	One or more reconciliation or cultural event attended

4.2 Reporting Schedule

Annual report: Comprehensive review presented to management, including:

- Performance against targets
- Achievements and challenges
- Updated action plan for next period

5. Roles and Responsibilities

- **Directors:** Approve policy, allocate resources,
- All Staff and contractors Follow policy guidelines, contribute ideas, support initiatives

6. Policy Review

This policy will be reviewed annually and updated as necessary to reflect changes in broader public policy and/or community expectations.

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