

Harassment, Bullying and Violence in the Workplace Policy

Commitment to a Safe and Respectful Workplace

Zenergy Asia Pacific Pty Ltd (Zenergy) is dedicated to establishing and maintaining a Zero Tolerance approach towards bullying, harassment, violence and aggression across the entire organisation. The company promotes a work environment where all employees can enjoy positive working relationships, free from offensive conduct, and where diversity is both respected and acknowledged.

Definitions

Harassment

Harassment refers to any behaviour that is unsolicited and unwelcome, which offends, disturbs, humiliates, or intimidates another individual, or results in an intimidating, hostile, or offensive work environment.

Workplace Bullying

Workplace bullying is defined as repeated and unreasonable behaviour directed at a worker or group of workers, which poses a risk to health and safety.

Violence and Aggression

Violence and aggression encompass verbal and emotional abuse or threats, as well as physical attacks directed at individuals or property by one or more persons. The impact experienced by the victim varies based on the severity of the incident and the individual's experiences, skills, and personality.

Policy Adoption and Application

- Zenergy strictly prohibits harassment, bullying and violence, and expects all employees to maintain appropriate standards of conduct and behaviour at all times within the workplace.
- Any complaint regarding harassment, bullying or violence will be treated with the highest priority and urgency.
- Complaints will be investigated impartially, and the outcomes will be communicated to the complainant.
- No complainant or witness will be subjected to victimisation as a result of reporting or assisting in investigations.

Actions Following Substantiated Claims

If, following an investigation, a claim of harassment is proven, Zenergy may take the following actions:

- Issuing warnings and providing counselling to address misconduct.
- Implementing closer supervision of the offender's conduct.
- Applying disciplinary measures as outlined under the relevant Award.

Employee Responsibilities

All Zenergy team members are responsible for upholding the Harassment, Bullying and Violence in the Workplace Policy. Every employee must respect the rights of others and refrain from engaging in any form of harassment.



Dean Woods, Director Zenergy Safety, Health and Wellbeing

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