Appendix N – FSC Core Labour Requirements Policy Statement

Matilda Veneer has ensured its operations meet all of the FSC core labour requirements. These include:

- The prohibition on the use of child labour, except in identified circumstances:
    - We know and understand the statutory legal minimum ages of employing children in each State of our operation, and the school leaving age and any other conditions that apply;
    - Those under 18 only conduct hazardous or heavy work within the context of an approved apprenticeship or traineeship; and
    - We ensure that at all times any person employed between the ages of 15 and 18 are paid as a minimum according to the relevant modern award and that such employment is not harmful to their health or development.
- The prohibition on all forms of forced labour:
    - We do not restrict workers, withhold funds for payment of obligations (unless required by law – eg Child Support payments), withhold passports or identification documents from them;
    - All employees are recruited into roles and paid at least the minimum rates as prescribed by the relevant modern award;
    - All employees are verified to have the right to live and work in Australia under the relevant visa, residency or citizenship requirements.
- Ensuring our workplace is free from all forms of discrimination:
    - We strive to have a diverse workforce in terms of age, ethnicity, gender and other characteristics;
    - When recruiting for roles, we select the best candidate for the role without discrimination;
    - We ensure all employees are presented with equal opportunity to apply for other internal roles, promotion, salary increase and advancement;
    - We maintain a strict anti-discrimination policy in compliance with Australian Law.
- Allowing our workers the right to Freedom of Association and Collective Bargaining.

- We comply with the provisions of the Fair Work Act 2009 in relation to Freedom of Association and Collective Bargaining and the other general protections afforded in Australia;
- Employees are the right to join or refuse to join a worker organization, without sanction or undue influence;
- Employees have the right to be represented by a registered industrial organization in accordance with the Act;
- Employees have the right to bargain collectively and participate in industrial activity in accordance with the Act.

In all circumstances, we have implemented whichever is the highest requirement - whether it be Australian Law or the FSC Standard into our operation. To ensure compliance, we have completed a self-assessment and keep records to demonstrate compliance. The implementation of our commitment is then independently audited by our Certification Body annually.

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