

ENVIRONMENTAL POLICY

Job Centre Australia Limited (JCAL) is committed to operating all business activities in an environmentally sustainable and responsible manner. All directors, employees and contractors of JCAL are responsible for the implementation of and compliance with this policy.

In order to meet the above requirements JCAL will:

- Operate in a manner that protects the earth's resources.
- Operate in compliance with applicable environmental laws and regulations.
- Strive continually to improve the company's environmental performance by implementing environment management procedures, regularly reviewing their effectiveness and rectifying deficiencies where necessary.
- Establish processes to review the environmental aspects and impacts of JCAL work activities prior to undertaking the work and implement appropriate procedures to manage potential risk.
- Provide the support and resources necessary to ensure compliance with company and statutory requirements.
- Hold managers accountable for the environmental performance of their offices.
- Encourage process modifications that reduce pollution and waste.
- Implement and monitor internal recycling programs.
- Report and record environmental incidents or non-compliance situations, then initiate remedial action to improve performance, rectify any damage and prevent recurrent incidents.
- Establish mechanisms for employees to report concerns about environmental issues and respond promptly to their concerns.
- Develop manager, employee and contractor awareness of their environmental obligations through education and training.

My signature records my personal commitment to implementing the requirements of this policy.



Chris Connor
Chief Executive Officer

