## INDUSTRIAL RELATIONS POLICY

Spark recognises Industrial Unions to be a part of the Australian workplace environment and it will therefore endeavour to work harmoniously with them in accordance with the following principles:

- All employees are entitled to join a Union;
- The Company respects the right of employees to join a Union and will not in any way discriminate against individuals should they opt to or decline Union Membership;
- Employees desirous of joining a Union may obtain a membership application from the Company by approaching the Personnel Support Supervisor.

## UNION MEMBER DEDUCTIONS

When an employee joins a Union he/she may request the Company make automatic membership deductions for his/her fortnightly pay. When such a request is made the Company agrees to process that request.

## WITHDRAWAL OF UNION MEMBERSHIP

An employee may at any time opt to withdraw his/her Union membership provided he/she acts according to membership terms and conditions. The Company will only cease membership fee deductions when the employee directs the Company in writing to do so.

## **RIGHT OF ENTRY**

The company will not unreasonably attempt to restrict the right of entry to Unions provided:

- The Union is representative of the employee(s) on site.
- The Unions advise and obtain the agreement of Company management prior to entry.

No employee is to agree to right of entry of Unions without Company management first agreeing to such entry.

The Company will, wherever practical, seek the agreement of the customer prior to agreeing to entry of Unions etc to site.

The client at all times has the absolute right to refuse entry to site of any person including Unions. The Company acknowledges this right and will cooperate with the customer in this regard.

sparkcleaning