



# COMPANY POLICY

Georgiou

## FLEXIBLE WORK

Georgiou is committed to investing in its people through all aspects of their lives, creating a workplace for employees and people who work on behalf of Georgiou, which embodies their vision to be *'the best people to work with'*.

Flexible work arrangements can assist employees to balance personal needs, while taking into account business needs. However, flexible work arrangements may not always be possible due to operational or other limitations. Managers and employees need to be open to discussing and considering a range of flexible work options.

Under the *Fair Work Act 2009* (FW Act), certain employees have the right to request flexible work arrangements from their employer to accommodate their personal circumstances.

Employees who are eligible to make such requests include:

- parents who have the responsibility for the care of a child(ren) of school age or younger;
- carers (within the meaning of the *Carer Recognition Act 2010*);
- disabled employees;
- those aged 55 or older;
- those experiencing family violence personally; and
- those providing care or support to a family or household member experiencing family violence.

To achieve this commitment, Georgiou will:

- ensure all requests for a flexible work arrangements are properly considered, taking into account the criteria while keeping an open mind and not assuming flexibility is not suitable for certain roles;
- provide guidance and support to managers and employees;
- where available, ensure employees on flexible work arrangements have the opportunity to be developed and have access to developmental experiences; and
- review the flexible work arrangement with the employee to discuss any issues, if and when they arise.

All employees, and persons who work with Georgiou, have a personal responsibility for implementing this Policy.

**Rob Monaci**  
Chief Executive Officer  
Georgiou Group  
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