



Brady Way

Employee Human Rights Commitments



Our Mission

It's the Brady Way to care about the team, individuals, community and our planet.

Introduction

It is important to uphold the human rights of all workers, this is a commitment of Brady Hotels & Apartments and is reflected in our policies including the Code of Conduct, Anti- Discrimination, Equal Opportunity and Modern Slavery Policy.

Some guidance is provided by the Victorian Equal Opportunity & Human Rights Commission <http://www.humanrightscommission.vic.gov.au/> in terms of what may be considered offensive and we would encourage you to consult this website periodically.

Human Rights are protected throughout Brady Hotels & Apartments

To ensure the protection of human rights, Brady Hotels, operating exclusively in Melbourne, Australia, firmly upholds its commitment to respecting these fundamental rights. Our dedication to maintaining high standards of human rights performance extends throughout all aspects of our operations and supply chain.

Central to our approach is the exemplary conduct of our team, which leads by example with utmost integrity. By embodying ethical practices, they ensure that the entire team consistently upholds the principles of human rights, always striving to do what is right in the most responsible and compassionate manner.

Code of Conduct Policy

At Brady Hotels & Apartments, we are committed to upholding the highest ethical standards and contributing positively to society. Our Code of Conduct outlines the following essential guidelines and principles that every employee and stakeholder must adhere to:

- 1. Ethical Standards:** We uphold unwavering ethical standards in all aspects of our operations, ensuring honesty, integrity, and transparency.
- 2. Legal Compliance:** We strictly adhere to all applicable laws, regulations, and industry standards relevant to our hotel operations.
- 3. Respectful Treatment:** We foster a culture of respect, inclusivity, and fairness, ensuring that all individuals, including employees and guests, are treated with dignity and without discrimination.
- 4. Environmental Responsibility:** We are committed to environmental responsibility by promoting sustainable practices, energy efficiency, waste reduction, and responsible sourcing.
- 5. Anti-Corruption and Bribery:** We strictly prohibit any form of corruption, bribery, or unethical practices, and we comply with anti-corruption laws at all times.
- 6. Conflict of Interest:** We expect employees to avoid any conflicts of interest and to disclose any potential conflicts that may arise during their employment.
- 7. Data Privacy and Security:** We prioritize the protection of sensitive information and guest data, ensuring its confidentiality and security.
- 8. Health and Safety:** We prioritise the safety and well-being of our employees and guests, maintaining a healthy and secure work environment.
- 9. Anti-Harassment and Anti-Discrimination:** We have a zero-tolerance policy towards harassment and discrimination based on race, gender, religion, or any other protected characteristic.
- 10. Responsible Sourcing:** We encourage responsible sourcing practices to support sustainable and ethical suppliers.
- 11. Gifts and Hospitality:** We establish guidelines for receiving and offering gifts and hospitality to prevent conflicts and undue influence.
- 12. Reporting poor conduct:** We provide a clear and confidential reporting process for employees and stakeholders to report any violations of the Code of Conduct without fear of retaliation.
- 13. Training and Communication:** We ensure that all employees and relevant stakeholders receive proper training and regular communication about the Code of Conduct and its significance.
- 14. Consequences for Violations:** Violations of the Code of Conduct may result in disciplinary actions, ranging from counselling and training to termination, depending on the seriousness of the breach.
- 15. Periodic Review:** We commit to regularly reviewing and updating the Code of Conduct to remain aligned with changing laws and best practices.

By adhering to this Code of Conduct, Brady Hotels & Apartments fosters a positive and ethical work environment, ensuring that we fulfil our responsibilities to our employees, guests, stakeholders, and society as a whole.

Labour Standards Policy

To ensure labour standards are protected throughout our operations and supply chain, Brady Hotels takes several proactive actions:

- 1. Compliance with Industry Regulations:** We diligently adhere to all relevant labour laws and regulations, including those outlined in the Hospitality Industry (General) Award. This ensures that our team members receive fair wages, appropriate employment agreements and that their work hours do not exceed the maximum limits set by the award.
- 2. Equal Treatment and Opportunity:** We foster an inclusive work environment where all team members experience fair and equal treatment and have access to growth opportunities regardless of their background, gender, or other personal characteristics.
- 3. Anti-Discrimination Measures:** We maintain a strict policy against discrimination, harassment, and intimidation, ensuring that our workplace remains respectful and supportive for everyone.
- 4. Workers' Health and Safety:** We prioritise the health and safety of our workers by implementing appropriate measures and providing the necessary resources to create a safe working environment.
- 5. Access to Fair Procedures:** Our team members have access to fair procedures, ensuring that their concerns and grievances are heard and addressed without fear of retaliation.
- 6. Supply Chain Monitoring:** We extend our commitment to labour standards to our supply chain. Through regular monitoring and audits, we ensure that our suppliers also comply with ethical labour practices.
- 7. Training and Education:** Bi-yearly training sessions are conducted to raise awareness among our team members about labour standards, identify potential issues, and equip them with the knowledge to prevent any form of modern slavery within our operations.

By taking these actions, Brady Hotels strives to uphold labour standards and promote a work culture that respects the rights, dignity, and well-being of all our team members and those involved in our supply chain.

Anti-corruption Policy

At Brady Hotels, we have a strong commitment to conducting business with the highest ethical standards, and we take a zero-tolerance approach towards corruption in all its forms. Our anti-corruption policies and practices are designed to promote transparency, integrity, and accountability throughout our operations. Here are some key elements of our anti-corruption framework:

- 1. Code of Conduct:** We have a comprehensive Code of Conduct that outlines the expected behaviour of all employees, contractors, and stakeholders. This code explicitly prohibits any form of bribery, embezzlement, kickbacks, or other corrupt practices.
- 2. Training and Awareness:** We provide as part of our onboarding and then bi-yearly training and awareness programs to our employees, ensuring they understand the importance of anti-corruption measures and are equipped to recognise and report any suspicious activities.
- 3. Due Diligence:** Before entering partnerships or engagements with third parties, we conduct thorough due diligence to assess the risk of corruption associated with these entities.
- 4. Gifts and Hospitality Policy:** We have clear guidelines regarding the acceptance and giving of gifts and hospitality to prevent any conflicts of interest or attempts to influence decision-making through improper means.
- 5. Supplier Code of Conduct:** Our suppliers are expected to adhere to our ethical standards and comply with anti-corruption policies. We communicate our expectations to them and may terminate relationships with non-compliant suppliers.
- 6. Reporting and Transparency:** We maintain open and transparent communication about our anti-corruption efforts with stakeholders, shareholders, and the public. We disclose relevant information through appropriate channels.
- 7. Compliance with Laws:** We strictly comply with all applicable anti-corruption laws and regulations in Victoria which we operate.
- 8. Continuous Improvement:** We regularly review and update our anti-corruption policies and practices to adapt to changing risks and to enhance the effectiveness of our measures.

By maintaining a robust anti-corruption framework, Brady Hotels ensures that all interactions, both internally and with external parties, are conducted with the highest level of integrity, fostering a culture of trust and accountability in our organisation.

Diversity and Equality Statement

At Brady Hotels & Apartments, we embrace diversity and are committed to creating an inclusive and welcoming environment for all. We firmly believe that diversity enriches our hotels and community, fostering a culture of respect, collaboration, and innovation.

Key elements of our Diversity and Inclusivity commitment include:

- 1. Respecting Individual Differences:** We value the unique perspectives, experiences, and identities of all our team members, guests, and stakeholders.
- 2. Non-Discrimination:** We do not tolerate discrimination based on race, colour, religion, gender, sexual orientation, gender identity or expression, age, national origin, disability, or any other protected characteristic.
- 3. Equal Opportunities:** We provide equal opportunities for career development, advancement, and training to all our employees, based on merit and skills.
- 4. Inclusive Workplace Culture:** We foster an inclusive workplace culture where everyone feels respected, valued, and empowered to contribute their best.
- 5. An LGBTQ+ Ally commitment:** to create a supportive and inclusive environment for lesbian, gay, bisexual, transgender, and queer (LGBTQ+) individuals. It emphasizes the organisation's commitment to being an ally and advocate for LGBTQ+ rights and equal treatment.
- 6. Diverse Hiring Practices:** We actively pursue diverse and inclusive hiring practices to attract talent from different backgrounds and experiences.
- 7. Training and Education:** We invest in ongoing diversity and inclusion training initiatives for our employees to increase awareness and understanding.
- 8. Community Engagement:** We actively engage with the broader community to promote diversity and inclusion through partnerships, initiatives, and outreach programs.
- 9. Data Collection and Transparency:** We are committed to collecting data on diversity within our organization and being transparent about our progress and challenges.
- 10. Leadership Commitment:** Our leadership team is dedicated to championing diversity and inclusion as core values and a key driver of our success.
- 11. Continuous Improvement:** We continuously assess our diversity and inclusion practices and strive to improve and evolve.
- 12. Accountability:** We hold ourselves accountable for driving diversity and inclusion efforts and measuring our progress.

Cultural respect and sensitivity

As all of our hotels are in Melbourne CBD, Brady Hotels & Apartments acknowledges the Wurundjeri people of the Kulin Nations, the traditional owners of this land. We pay our respects to their Elders past, present, and emerging and extend that respect to all the Aboriginal and Torres Strait Islander peoples.

We celebrate, value and include people of all backgrounds, genders, sexualities, cultures, bodies and abilities.



Robert Moore

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