

REFLECT

Eptec Group Reconciliation Action Plan

April 2023 – October 2024



**RECONCILIATION
ACTION PLAN**

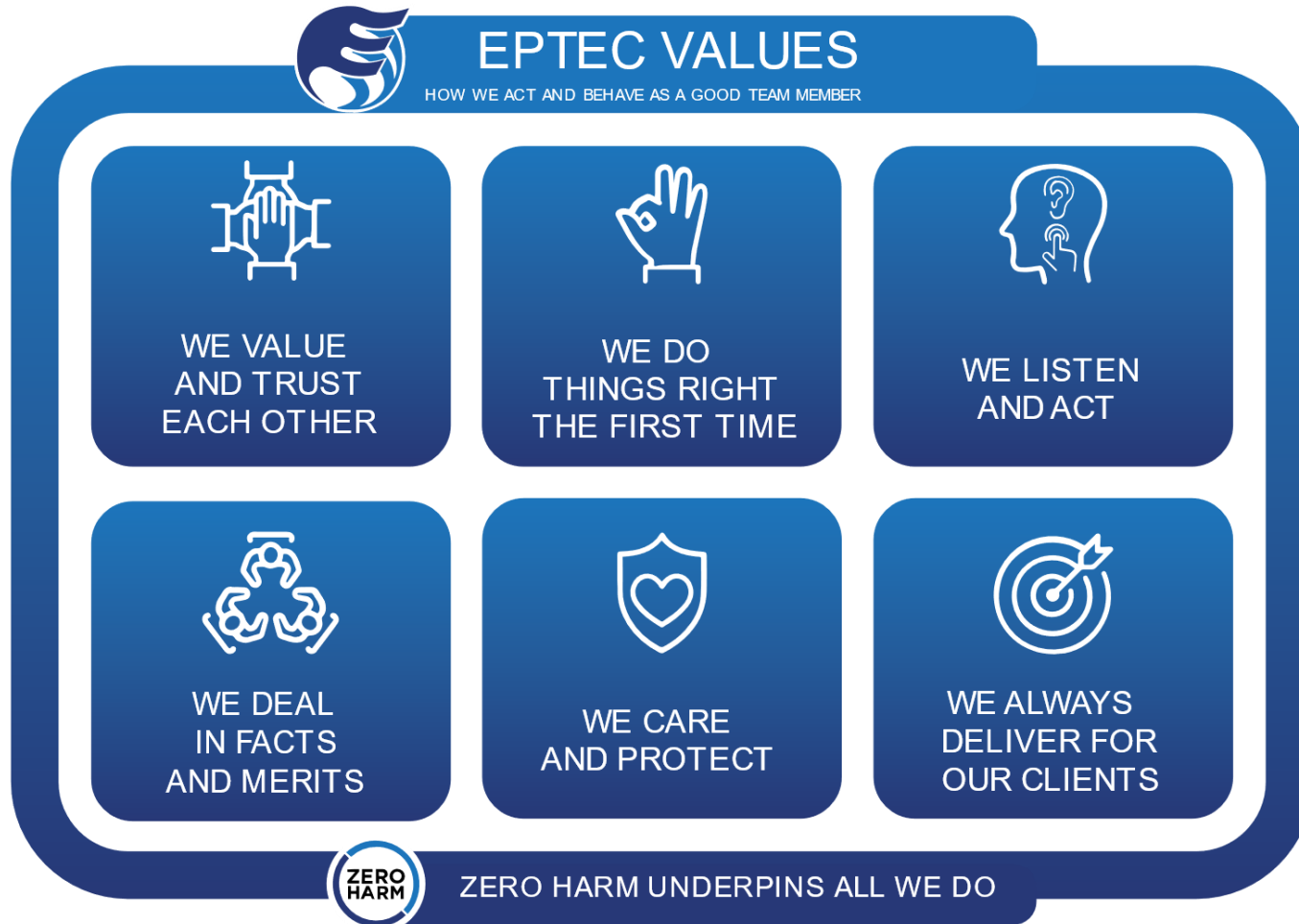
REFLECT

Acknowledgment of Country









We would like to acknowledge the Traditional Custodians of the land we meet on today and pay our respects to their Elders past present and emerging. We also acknowledge our gratitude that we share this land today, our hope and belief that we can move to a place of equity, justice and partnership together.

Our Values and the Principles we aspire to



The graphic features a large blue rounded rectangle containing six smaller rounded rectangles, each with an icon and text. At the top center is the EPTEC logo and the text 'EPTEC VALUES HOW WE ACT AND BEHAVE AS A GOOD TEAM MEMBER'. At the bottom center is a 'ZERO HARM' logo and the text 'ZERO HARM UNDERPINS ALL WE DO'.

EPTEC VALUES
HOW WE ACT AND BEHAVE AS A GOOD TEAM MEMBER

- 
WE VALUE AND TRUST EACH OTHER
- 
WE DO THINGS RIGHT THE FIRST TIME
- 
WE LISTEN AND ACT
- 
WE DEAL IN FACTS AND MERITS
- 
WE CARE AND PROTECT
- 
WE ALWAYS DELIVER FOR OUR CLIENTS

ZERO HARM
ZERO HARM UNDERPINS ALL WE DO

Statement from CEO of Reconciliation Australia

Reconciliation Australia welcomes Eptec to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

Eptec joins a network of more than 2,200 corporate, government, and not-for-profit organisations that have made a formal commitment to reconciliation through the RAP program.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. The program's potential for impact is greater than ever, with close to 3 million people now working or studying in an organisation with a RAP.

The four RAP types — Reflect, Innovate, Stretch and Elevate — allow RAP partners to continuously develop and strengthen reconciliation commitments in new ways. This Reflect RAP will lay the foundations, priming the workplace for future RAPs and reconciliation initiatives.

The RAP program's strength is its framework of relationships, respect, and opportunities, allowing an organisation to strategically set its reconciliation commitments in line with its own business objectives, for the most effective outcomes.

These outcomes contribute towards the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance.

It is critical to not only uphold all five dimensions of reconciliation, but also increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables Eptec to deepen its understanding of its sphere of influence and the unique contribution it can make to lead progress across the five dimensions. Getting these first steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Eptec, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.

Karen Mundine
Chief Executive Officer
Reconciliation Australia



Statement from our CEO & Managing Director

Eptec is excited and proud of the development of our first Reconciliation Action Plan (RAP) and our journey towards reconciliation.

We are dedicated to progress the causes of Aboriginal and Torres Strait Islander peoples in the areas in which we operate and to enter into long term sustainable solutions and partnerships with Aboriginal and Torres Strait Islander peoples and communities.

Our Vision and Values support a totally inclusive culture through Caring and Protecting our people and our environments, supporting each other; even during tough times, valuing our people and communities, building strong relationships, acting honestly and ethically, and always keeping our promises.

In developing our RAP, we validate our determination and commitment towards creating a more inclusive and culturally aware organisation where we will expand engagement of Aboriginal and Torres Strait Islander peoples in our workforce and on the participation of Aboriginal and Torres Strait Islander businesses in our supply chain, with our membership of Supply Nation providing invaluable avenues to achieve our goals.

Eptec pledges to achieve the actions and targets of our Reflect RAP over the next year, with a focus on relationship building and improving cultural awareness and understanding, to preserve and safeguard our shared cultural heritage.

A handwritten signature in black ink, appearing to read "G. Knox".

Geoff Knox
CEO & Managing Director

Our Business

Eptec is an Australian based company providing specialist engineering contractor services in Asset Preservation and Rehabilitation. Its expertise delivers Asset Life Extension of complex operational assets through a range of solutions for Corrosion Protection, Concrete Rehabilitation, Fibre Reinforced Plastics, Waterproofing and Linings, and Insulation.

In house, Eptec's coatings services include blast & paint, concrete repair & injection, cathodic protection, and steel repair and, together with a range of associates, our combined skills and experience reach across the complete asset life extension spectrum.



Our Focus

With more than 20 years' experience in Asset Life Extension, supported by a professional team of industry professionals with a cumulative experience spanning decades in complete time critical projects, Eptec is committed to providing services to industries where the preservation and ongoing maintenance of critical assets are essential to our Nation's security and operation of critical social and industrial infrastructure.

Eptec has an established presence across a range of industry sectors which include Naval Defence & Marine, Buildings & Facilities, Energy & Resources, Transport & Infrastructure and Water & Wastewater.

Eptec has built a range of quality systems and processes that support its Defence and Infrastructure work. These characteristics are what underpin Eptec's actions, differentiates Eptec from the majority of other providers and makes as attractive to many clients.

We have over 450 employees, with contractors and consultants supplementing the core workforce during peak periods. We have offices in Sydney, Melbourne, Adelaide, Perth, Darwin & Brisbane and work on projects across regional parts of Australia. There are currently two (2) identified Aboriginal and/or Torres Strait Islander people employed by Eptec. Eptec are committed to engaging people from culturally diverse backgrounds recognising a multicultural workforce will provide us with the talent we need to continue to build on our successes.



Our RAP

Eptec believe that through understanding and building strong relationships with Aboriginal and Torres Strait Islander peoples and communities we can make a tangible difference in our journey to achieving healing and reconciliation.

By ensuring reconciliation and inclusivity is embedded in the foundations of our culture, we recognise that we can truly grow as an organisation. Our ability to better understand the Aboriginal and Torres Strait Islander peoples and communities will allow us to expand our current diverse culture and enable us to enhance the skills and abilities of our workforce, open our opportunities with our suppliers and stakeholders and enable us to better service our customers.

The steps we take over the next 12-18 months will give us a solid framework and time to build relationships internally and externally with Aboriginal and Torres Strait Islander peoples, communities and organisations. This framework will help us to better engage with our Aboriginal and Torres Strait Islander employees, suppliers, customers and community to ensure we are culturally aware and respectful in our relations.

Eptec have openly acknowledged and supported on our social media network National Sorry Day and our participation in NAIDOC week.

We have identified a RAP Champion who is responsible for driving and championing internal engagement and awareness of the RAP

Our RAP Champion is our General Manager People & Culture, Anne Tait.



Our RAP

We have set out the following objectives for what we would like to achieve:

- Heighten our awareness of Aboriginal and Torres Strait Islander histories, cultures and peoples
- Engaging with First National Stakeholders to seek guidance and advice
- Incorporating a member of each team across our business to be involved in the RAP Working Group to ensure deliverables are rolled out across the organisation
- Promote access to employment and procurement opportunities at Eptec for Aboriginal and Torres Strait Islander peoples

Our Partnerships/Current Activities

- Eptec joined Supply Nation as a certified member in April 2021. This membership provides us with strong avenues to open our supply chain across Aboriginal and Torres Strait Islander organisations.
- General Manager People & Culture attended Supply Nation's First Step and Next Step supplier diversity training programs in 2021
- Include Acknowledgement of Country at the commencement of all regular meetings including but not limited to:
 - Leadership Team meetings;
 - Safety meetings;
 - Consultative Committee meetings
- Acknowledged and supported NAIDOC week on our website and internal news site
- Acknowledged and supported National Sorry Day on our website and internal news site
- Sponsors of Engineering Aid Australia (Corrosion Control Engineering (CCE) an Eptec Group Company)

The following table outlines our actionable commitments for 2023-2024 across the core pillars of Reconciliation:

Relationships;

Respect;

Opportunities

These actions and deliverables establish our framework to our achievement of reconciliation and will enable us to further develop our efforts as we learn and grow into the future. We will report against our deliverables in our next RAP.



RELATIONSHIPS

Eptec promise to build and maintain strong relationships with Aboriginal and Torres Strait Islander peoples, communities and organisations, based on respect and cultural understanding

Action	Timeline	Deliverable	Responsibility
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Apr 2023	<ul style="list-style-type: none"> Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local areas. 	Lead: RAP Champion Support: HR Team
	May 2023	<ul style="list-style-type: none"> Research best practice and policies in areas of race relations and anti-discrimination 	RAP Champion
2. Build relationships through celebrating National Reconciliation Week (NRW)	May 2023	<ul style="list-style-type: none"> Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff. 	Communications and Knowledge Manager
	27 May – 3 Jun 2023 & 2024	<ul style="list-style-type: none"> RAP Working Group members to participate in an external NRW event. 	Lead: RAP Champion Support: RAPWG
	27 May – 3 Jun 2023 & 2024	<ul style="list-style-type: none"> RAP Working Group members to participate in an external NRW event. 	RAP Champion
	27 May – 3 Jun 2023 & 2024	<ul style="list-style-type: none"> Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW. 	RAP Champion
3. Promote reconciliation through our sphere of influence.	Apr 2023	<ul style="list-style-type: none"> Communicate our commitment to reconciliation to all staff. 	Lead: RAP Champion Support: Communications & Knowledge Manager
	May 2023	<ul style="list-style-type: none"> Identify external stakeholders that our organisation can engage with on our reconciliation journey. 	Lead: RAP Champion Support: HR Team
	May 2023	<ul style="list-style-type: none"> Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey. 	RAP Champion Support: HR Team
4. Promote positive race relations through anti-discrimination strategies.	Jun 2023	<ul style="list-style-type: none"> Research best practice and policies in areas of race relations and anti-discrimination. 	RAP Champion
	Jul 2023	<ul style="list-style-type: none"> Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs. 	Lead: RAP Champion Support: HR Team



RESPECT

Eptec promise to deepen mutual respect and trust by raising cultural awareness and understanding of Aboriginal and Torres Strait Islander peoples.

Action	Timeline	Deliverable	Responsibility
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning	Aug 2023	<ul style="list-style-type: none"> Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation. 	Executive General Manager Operational Excellence
	Jul 2023	<ul style="list-style-type: none"> Conduct a review of cultural learning needs within our organisation. 	HR Manager
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	May 2023	<ul style="list-style-type: none"> Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area. 	General Manager Defence Solutions
	May 2023	<ul style="list-style-type: none"> Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols. 	Lead: RAP Champion Support: Communications & Knowledge Manager
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	Jun 2023 & 2024	<ul style="list-style-type: none"> Raise awareness and share information amongst our staff about the meaning of NAIDOC Week. 	Lead: RAP Champion Support: RAPWG
	Jul 2023 & 2024	<ul style="list-style-type: none"> Introduce our staff to NAIDOC Week by promoting external events in our local area. 	Lead: RAP Champion Support: RAPWG
	Jul 2023 & 2024	<ul style="list-style-type: none"> RAP Working Group to participate in an external NAIDOC Week event. 	RAP Champion



OPPORTUNITIES

Eptec promise to broaden social and economic opportunities for Aboriginal and Torres Strait Islander peoples through employment – including long-term career pathways and training – and increased participation in our supply chain.

Action	Timeline	Deliverable	Responsibility
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	Jun 2023	<ul style="list-style-type: none"> Develop a business case for Aboriginal and Torres Strait Islander employment within our organisation. 	General Manager People & Culture
	Aug 2023	<ul style="list-style-type: none"> Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities. 	General Manager People & Culture
9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes..	Oct 2023	<ul style="list-style-type: none"> Develop a business case for procurement from Aboriginal and Torres Strait Islander owned businesses. 	Executive General Manager Operational Excellence
	Oct 2024	<ul style="list-style-type: none"> Maintain Supply Nation membership 	General Manager People & Culture



GOVERNANCE

Eptec promise to deliver against our RAP commitments and setting new goals to further advance our efforts in making a meaningful contribution to reconciliation.

Action	Timeline	Deliverable	Responsibility
10. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	Apr 2023	<ul style="list-style-type: none"> Form a RWG to govern RAP implementation. 	General Manager People & Culture
	Apr 2023	<ul style="list-style-type: none"> Draft a Terms of Reference for the RWG. 	General Manager People & Culture
	May 2023	<ul style="list-style-type: none"> Establish Aboriginal and Torres Strait Islander representation on the RWG. 	General Manager People & Culture
11. Provide appropriate support for effective implementation of RAP commitments.	Apr 2023	<ul style="list-style-type: none"> Define resource needs for RAP implementation. 	Lead: RAP Champion Support: RAPWG
	Apr 2023	<ul style="list-style-type: none"> Engage senior leaders in the delivery of RAP commitments. 	Lead: RAP Champion
	May 2023	<ul style="list-style-type: none"> Define appropriate systems and capability to track, measure and report on RAP commitments. 	Lead: RAP Champion Support: RAPWG
12. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally	Jun 2023 & 2024	<ul style="list-style-type: none"> Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence. 	General Manager People & Culture
	Aug 2023 & 2024	<ul style="list-style-type: none"> Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Measurement Questionnaire. 	General Manager People & Culture
	Sep 2023 & 2024	<ul style="list-style-type: none"> Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia. 	General Manager People & Culture
13. Continue our reconciliation journey by developing our next RAP.	Jan 2024	<ul style="list-style-type: none"> Register via Reconciliation Australia's website to begin developing our next RAP. 	General Manager People & Culture

Contact Details

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