

MEGT RMS shall ensure that its operations, policies and procedures comply with all relevant legislation including any requirement of any statute, rule, regulation, proclamation, order, ordinance or by-law, whether Commonwealth, State, Territory or local (“the relevant legislation”). MEGT RMS is committed to effective compliance that permeates all levels of the organisation. In addition, MEGT RMS shall ensure that such compliance is developed, maintained and regularly reviewed.

It is the role of the National Risk and Compliance Manager to:

- Recognise all relevant legislation applicable to the operations of MEGT RMS.
- Implement all relevant legislative requirements into the operations, policies and procedures of MEGT RMS.
- Ensure all relevant changes to operations, policies and procedures as a result of relevant legislative requirements are applied and enforced.
- Monitor the performance of the compliance program.
- Develop and continuously improve the compliance program.
- Inform, educate and train all staff of MEGT RMS in their obligations and responsibilities to host employers, apprentices and trainees as a result of the relevant legislative requirements.
- Organise ongoing training and support for all staff of MEGT RMS on compliance issues as a result of legislative changes.
- Make available to all staff of MEGT RMS all relevant legislation and policies and procedures to ensure compliance requirements are met.
- Foster and encourage a compliance culture within MEGT RMS.
- Regularly review and evaluate, at least annually, compliance with the relevant legislation.


Compliance is an obligation for all staff of MEGT RMS. All staff of MEGT RMS are responsible to observe compliance obligations relevant to their positions, perform their duties in an ethical honest and lawful manner, undertake regular training and report any breaches of compliance. These responsibilities are enshrined within the terms and conditions of their employment agreements.

Processes have been implemented to ensure MEGT RMS obtains timely advice of relevant legislation to ensure ongoing compliance. These processes include:

- membership of professional groups, such as GTA Australia, GTA Victoria, GTA NSW & ACT, GTA Queensland & NT, GTA Tasmania, GTA TAS WA, NCEVR and others;
- subscriptions to relevant information services, bulletins and newsletters;
- liaison with government and other regulatory authorities, including regular contact, inclusion on mailing lists and monitoring of websites;
- attending industry forums, conferences and seminars; and
- arrangements with our external legal advisors.

This policy is available on the MEGT Recruitment & Management Services Intranet site

This policy will be reviewed every two (2) years or sooner if requested by management.

 Policy Manual	Effective Date:	Updated	Authorised by:	Next Review Date:
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