


BGIS 	POLICY		
Policy Title:	Indigenous Relations Policy		
Content Owner:	Christine Babic	Document #:	CORP-HR-13644-en
Content Owner Position:	Director, People & Culture..	Revision #:	0

For questions regarding this document, contact the Content Owner

1.0 PURPOSE

In recognition of the unique history, culture, rights and contributions of the Indigenous Peoples, BGIS is committed to fostering positive and collaborative relationships with Indigenous communities, based on mutual understanding and cooperation. This policy serves to emphasize BGIS' commitment to respecting Indigenous rights and fostering a diverse and inclusive workforce and recognizing the unique needs of Indigenous Team Members.

2.0 SCOPE

This policy applies to all Canadian Team Members of BGIS Global Integrated Solutions (BGIS) and the other entities in Canada, regardless of rank or position.

3.0 ROLES & RESPONSIBILITIES

Role	Responsibilities
People & Culture (P&C)	<ul style="list-style-type: none"> • Ensure new team members are made aware of this policy in the onboarding process. • Ensure team members are empowered to actively contribute and provide feedback to this policy. • Assist team members and Team Leaders in interpretation of this policy and in addressing any violation.
Team Leaders	<ul style="list-style-type: none"> • Responsible for promoting and upholding the principles outlined in this policy. • Ensure teams are educated about Indigenous history, culture, and contemporary issues, to encourage an informed and respectful working environment. • Ensure regular and open dialogue with Indigenous representatives to maintain a channel of communication and address concerns proactively.
Team Members	<ul style="list-style-type: none"> • Review and understand this policy and seek clarification from their Team Leader or People & Culture. • Consider this policy while completing work-related duties at any time while representing BGIS. • Contribute to BGIS' goal of providing a safe, respectful, and inclusive workplace for all team members. • Support co-workers in their awareness of this policy and ensuing activities. • Seek opportunity for involvement and advancement of ideas and planning where able and willing.

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4.0 POLICY

This policy is to establish a framework that promotes understanding, mutual respect, and cooperative relationships between BGIS and its Indigenous Team Members.

This policy is rooted in cultural sensitivity, equity, and a commitment to fostering an inclusive environment for all. BGIS acknowledges the past and is committed to working towards reconciliation.

BGIS understands that the needs and priorities of Indigenous Team Members can vary widely among different communities and individuals. To address the unique opportunities and challenges faced by Indigenous Team Members and to ensure BGIS Team Leaders and Team Members are culturally sensitive to these unique needs, this policy should be used as a framework when reviewing other BGIS People & Culture Policies.

Guiding Principles

Respect and Recognition: BGIS acknowledges the inherent rights, sovereignty, and self-determination of Indigenous peoples. BGIS commits to respecting cultural heritage, traditional knowledge and ways of life.

Consultation and Consent: We recognize the importance of meaningful consultation and where applicable and appropriate BGIS commits to consulting with Indigenous team members with respect to its policies that may affect their lands, resources or rights.

Below is a framework for the BGIS' Indigenous Relations Policy.

4.1 Indigenous Employment

Recruitment

BGIS is committed to increasing the representation of Indigenous team members at all levels. BGIS is committed to providing equal opportunities to Indigenous team members and applicants. Discrimination based on Indigenous identity is strictly prohibited. Team members or outside applicants can forward concerns to People & Culture or file a report via Integrity 24/7.

BGIS commits to actively recruit Indigenous candidates and create an inclusive hiring process and collaborate with Indigenous organizations and communities to identify potential candidates.

Onboarding

BGIS understands that onboarding Indigenous Team Members is a crucial process that requires special consideration and cultural sensitivity and is committed to creating an inclusive and welcoming work environment.

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Training and Development Opportunities

All team members will be provided with Indigenous cultural awareness training to ensure a respectful and inclusive workplace.

Team Leaders will discuss career development opportunities with Indigenous Team Members during onboarding and provide opportunities for ongoing discussions through the mid-year and annual performance process.

Health and Welfare Benefits:

BGIS commits to reviewing and expanding its health and welfare offerings to include traditional Indigenous healing practices. Indigenous team members should refer to health and welfare policies for more information or speak to their People & Culture Representative.

Accommodation and Accessibility

BGIS is dedicated to providing reasonable accommodations that respect Indigenous team members cultural needs and practices and is committed to addressing any specific barriers or challenges that Indigenous Team Members may face in the workplace. This may include, but is not limited to, flexible work arrangements to accommodate cultural activities, community responsibilities, remote locations, traditional and cultural ceremonies, seasonal hunting, or other traditional practices. Indigenous team members should refer to BGIS' flexible work and leave policies for more information or consult with People & Culture.

4.2 MONITORING, REPORTING AND REVIEW

BGIS will ensure this policy complies with all relevant laws, regulations and ethical standards related to Indigenous rights and workplace equity.

Regular monitoring and evaluation will be conducted to measure the effectiveness of this policy. Progress reports will be presented to senior management annually and shared with Indigenous partners. BGIS commits to engaging Indigenous Stakeholders during these reviews to gather feedback and suggestions for improvement.

This policy will be reviewed every two years or as needed to ensure relevance and effectiveness.

5.0 DEFINITIONS

Word/Acronym	Definition
CSR	Corporate Social Responsibility
DEI	Diversity Equity Inclusion

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6.0 REFERENCES

Document #	Document Title
CORP-PC-11113	Flexible Work Arrangement Instruction
CORP-PC-11115	Flexible Work Arrangement Policy
CORP-PC-12984	Well-Being Policy
CORP-PC-10877	Flex Days Policy
CORP-PC-10893	Sick Days Policy
CORP-PC-12455	Short and Long-Term Disability Program Policy
CORP-PC-10792	Leaves of Absence Policy
CORP-PC-10526	Bereavement Leave
CORP-PC-12199	Tuition Reimbursement Policy
CORP-PC-12573	Tuition Reimbursement User Guide
Integrity 24/7	BGIS global partner for Ethics and Workplace complaints
CORP-PC-13639	Global BGIS Reconciliation Policy
CORP-PC-13641	Reconciliation Policy - Canada

7.0 REVISION HISTORY

Revision #	Description of Change
0	Creation of Document November 30, 2023