

« 3CIR PTY LTD »



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S U C C E E D

MILITARY AND VETERAN SUPPORT POLICY

VERSION 3.0 • 14 APRIL 2026 • 3CIR-POL-GEN-010

DOCUMENT CONTROL

This Military and Veteran Support Policy is a controlled document within 3CIR's Integrated Management System. It is governed by the listed standards and forms part of the organisation's quality, environmental, and occupational health & safety framework.

DOCUMENT NUMBER	3CIR-POL-GEN-010
DOCUMENT TITLE	Military and Veteran Support Policy
VERSION	3.0
ISSUE DATE	14 April 2026
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APPROVED BY	CEO / COO
CLASSIFICATION	Controlled Document

APPLICABLE STANDARDS

ISO 9001:2015	ISO 14001:2015	ISO 45001:2018
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OUR COMMITMENT TO THOSE WHO HAVE SERVED

01

3CIR Pty Ltd was founded by a veteran of the Australian Defence Force (ADF) with a clear purpose: to help the men and women who have served Australia successfully transition to, build, and advance civilian careers through quality vocational education and training. This commitment is not a marketing position — it is built into how we design our products, train our staff, price our services, and measure our success. This policy formalises 3CIR's specific commitments to the ADF and veteran community and applies to all operational, educational, and employment activities.

SCOPE

02

This policy applies to 3CIR's engagement with: current serving ADF members (Regular and Reserve); transitioning ADF personnel; veterans and former ADF members; ADF families; emergency services professionals (police, fire, ambulance); and other defence-affiliated organisations and stakeholders.

OUR COMMITMENTS TO VETERAN AND ADF STUDENTS

03

3.1 ACCESSIBLE AND APPROPRIATE TRAINING

- 3CIR provides fully online, self-paced training designed to accommodate the irregular schedules, deployments, postings, and transition timelines of ADF members
- Training products are developed with awareness of military knowledge, experience, and training culture — we do not require veterans to prove what they already know
- Recognition of Prior Learning (RPL) pathways are designed to capture the depth and breadth of ADF-derived skills and competencies
- Enrolment and completion processes are flexible and supportive — we do not penalise students for deployment, medical, or transition-related delays

3.2 HONEST OUTCOMES

- 3CIR provides accurate, evidence-based information about RPL outcomes, qualification pathways, and civilian employment prospects
- We do not use military service or transition anxiety to pressure individuals into enrolments that are not appropriate for them
- We do not make claims about job placement guarantees, salary outcomes, or pathway certainty that we cannot substantiate

3.3 CULTURAL COMPETENCE

- Staff who interact with ADF students receive orientation on military culture, ranks, transition challenges, and the unique stressors associated with service and post-service life
- 3CIR is aware of the elevated rates of mental health challenges in the veteran community and ensures student-facing staff know how to make appropriate referrals
- 3CIR does not engage in practices that could exploit vulnerability related to transition, financial pressure, or benefit entitlements

OUR COMMITMENTS TO VETERAN EMPLOYMENT

04

- 3CIR actively seeks to employ veterans and transitioning ADF personnel where suitably qualified candidates are available
- Military service and ADF training and competencies are recognised in our recruitment and remuneration processes
- Work arrangements are flexible and remote-first, acknowledging the lifestyle and geographic realities of veteran communities across Australia
- 3CIR supports veteran employees who may be engaged in Reserve service, ADF transition activities, or ongoing DVA treatment programmes

PARTNERSHIPS AND COMMUNITY

05

3CIR is committed to developing and maintaining partnerships with defence transition organisations, veteran employment networks, RSLs, and related community bodies. We participate in and contribute to initiatives that support veteran employment and education outcomes in Australia.

SUPPORT RESOURCES FOR VETERAN STUDENTS AND STAFF

06

MEASUREMENT AND ACCOUNTABILITY

07

3CIR will track and report on veteran student enrolments, completion rates, and satisfaction scores as part of its quality objectives, and will benchmark these against overall student performance. Any identified gaps will be actioned through the continuous improvement process. These metrics are reported at the annual Strategic Management Review.

REVIEW

08

This policy is reviewed annually by the CEO and COO. Veteran staff and alumni are invited to contribute to the review process.

AUTHORISATION & APPROVAL

This policy (3CIR-POL-GEN-010) is authorised and approved for release in accordance with 3CIR's Integrated Management System governance framework.

AUTHORISED BY

Marcella Knottenbeld

Chief Executive Officer

Signature

Date: / / 2026

AUTHORISED BY

Matthew Pitt

Chief Operating Officer & Director

Signature

Date: / / 2026

DOCUMENT CONTROL NOTICE

This is a controlled document. Printed copies are uncontrolled. Check the Document Control Register (3CIR-REG-IMS-001) to verify currency. Note: Signature block updated 22 April 2026 to reflect the current governance structure per 3CIR-REC-IMS-018 Governance Structure Formalisation Record v1.0. Document content and original effective date remain unchanged. This update is an authorised configuration correction, not a material revision of the document.

VERSION HISTORY NOTE

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CONTACT US



REGISTERED OFFICE

Suite 676, 190 Oxford Street
Bulimba QLD 4171
Australia

ABN 34 614 174 702



1300 517 039



info@3cir.com



www.3cir.com

CORE VALUES

Courage · Commitment · Comradery
Integrity · Respect

CONNECT · LEARN · SUCCEED