

Ethics, Compliance, and Trainings

Integrity has always been the cornerstone of Gilbane’s values. We are committed to exercising fair and honest business practices in compliance with all applicable laws and regulations. In addition to being guided by our core values, Gilbane expects every employee to abide by its Code of Ethics, Employee Handbook, and relevant policies and procedures. Likewise, our Vendor Code of Conduct established clear standards for ethical conduct by our partners, subcontractors, and vendors.

Gilbane’s workplace compliance trainings are designed to help employees understand the company’s standards and expectations so that we can operate at an optimal level. As workplace laws and regulations constantly evolve, it is critically important to keep up to date with ongoing trainings. Our internal compliance trainings cover aspects such as safety, security, wellbeing, and ethics. We truly believe that being fully compliant in these areas will result in a better working environment for our people.

Annual Compliance Courses:

- › Cybersecurity Awareness
- › Workplace Harassment Prevention
- › Workplace Violence Prevention (managers only)
- › Ethics Curriculum

Onboarding Courses for New Hires:

- › Staying on the High Road: Ethics at Gilbane
- › Incident and Injury Free Orientation
- › Engaging Inclusion and Diversity
- › Blocking and Tackling (risk management course required for field employees)
- › Distracted Driving Awareness
- › Online Safety Orientation
- › OSHA 30 Hour Curriculum
- › Respirable Crystalline Silica in Construction for the Exposed Worker
- › NFPA 70E Electrical Safety
- › Alcohol and Substance Abuse Awareness

All of these courses are readily available to employees year-round through Gilbane’s educational dashboard, GUIDE (Gilbane University Individual Development and Education). As Gilbane’s flagship internal talent and development organization, Gilbane University strives to build better builders by taking a long-term view of our employees’ career paths to ensure that they can reach their full potential. Gilbane University allows our people to learn what they want to learn, how they want to learn it, all at their own pace.



Policies and Procedures

Gilbane has policies and procedures in place to help ensure a safe, healthy, and ethical workplace for Gilbane’s employees, its subcontractors, suppliers, clients, and community members. These policies are continuously reviewed and updated as appropriate. Gilbane has a formalized approach for protecting human rights including a zero-tolerance policy for human trafficking and procedures for reporting concerns. At the Gilbane Federal level, we implemented a Combatting Trafficking in Persons (CTIP) Compliance Plan.

Gilbane Building Company contractually requires suppliers, including labor agencies, to comply with current labor laws, regulations, and industry standards.


Political Activity

Gilbane encourages all employees to participate in the political process and to support candidates and causes of their choice. Political activities are prohibited in our offices and on our jobsites, but we support our many employees who hold civic positions and are otherwise engaged in the communities in which they live and in which we work. Gilbane is vigilant to ensure compliance with all of the laws and regulations governing our political engagement as a company while providing a workplace for our employees that is free from political conflict.


Gilbane Ethics Hotline

Our Ethics Hotline is available 24 hours a day, 365 days a year. The hotline is operated by an independent third-party company, providing callers with a confidential means of reporting violations of the code of ethics and addressing concerns or questions about improper behavior or ethical issues on our jobsites and in our offices around the world. Callers can file anonymous reports or complaints, if they choose, and all reports are promptly investigated.

Posters are distributed to all Gilbane offices and jobsites nationally and internationally, positioned in highly visible and communal spaces for optimal exposure.



See it?



Hear it?



Suspect it?

Report It!

Gilbane Ethics Hotline

Zero Hate Work Zone

Reports may cover but are not limited to the following topics:

• Alcohol and Substance Abuse	• Improper Conduct	• Unsafe Working Conditions
• Bribery and Kickbacks	• Internal Controls	• Vandalism and Sabotage
• Conflict of Interest	• Misuse of Company Property	• Violation of Company Policy
• Discrimination/Harassment	• Quality of Service	• Violation of the Law
• Ethical Violations	• Sexual Harassment	• Wrongful Discharge
• Falsification of Contract, Reports or Records	• Theft	
• Fraud	• Theft and Embezzlement	
• Hate/Bias-Motivated Event	• Threats	

Gilbane Ethics Hotline:

- > Operated by independent third-party company
- > Provides callers with a confidential means to report violations of the Code of Ethics or to address other concerns or questions about improper behavior or ethical issues
- > Allows callers to follow-up on anonymous reports or complaints

Report Violations 24/7

Direct Dial:
English-speaking USA and Canada: 844-240-0004
Spanish-speaking USA and Canada: 800-216-1288
French-speaking Canada: 855-725-0002
Spanish-speaking Mexico: 01-800-681-5340
Chinese-speaking China: 400-720-9535

AT&T USA Direct
All other countries: 800-603-2869
(must dial country access code first)

www.lighthouse-services.com/gilbaneco

