

DIVERSITY AND INCLUSION POLICY

ANZGOG is committed to ensuring that all employees are treated fairly, equally and with respect in our workplace. This policy sets out the diversity initiatives we have implemented to support this objective and the measures being put in place to ensure our policy is effective. It is designed to be read in conjunction with the code of conduct and other policies in this handbook. In addition to employees, this policy applies to volunteers, contractors and committee members (**collectively Workplace Participants**).

- 1.1 Diversity recognises and embraces the contribution of people with different backgrounds, experiences and perspectives. ANZGOG encourages the skills and values that a wide variety of people bring, through their differences including (but not limited to) gender and gender identity, age, ethnicity, race, religion, language, sexual orientation, political opinion, disability, family arrangements and cultural backgrounds.
- 1.2 ANZGOG values a work environment where diversity is embraced, opportunities are based on merit and people are treated with mutual respect and dignity. We are committed to fostering and promoting equal access to opportunities and growth at ANZGOG.
- 1.3 We believe that diversity strengthens ANZGOG by enabling our people to maximise their potential and ensuring we select staff from the broadest possible talent pool. Equally, it supports the delivery of quality services to our stakeholders, members and partners by fostering more innovation and encouraging diverse ways of thinking.
- 1.4 Encouraging diversity is led by the Board of Directors but is the shared responsibility and commitment of all.
- 1.5 How we express our commitment to diversity
 - (a) Recruitment and promotion
 - (i) Equal opportunity forms an integral part of the ANZGOG's Human Resources policies and we recognise the value of recruiting and promoting employees with different backgrounds, knowledge and experience. As an equal opportunity employer, diversity will also be actively promoted during our recruitment and promotions processes.
 - (ii) Further, ANZGOG is committed to all employees responsible for recruitment or promotions are aware of, and apply, the values contained in this policy. In all instances, performance will be measured against agreed objectives to promote equitable outcomes in terms of recognition and/or reward.
- 1.6 Performance and development
 - (a) Employees are actively encouraged to progress their careers at ANZGOG and provide equal access to professional development opportunities and in-house training and educational programs. Reviews are designed so that talent and succession decisions are equitable, consistent and aligned to diversity and equal opportunity principles at ANZGOG.
 - (b) The talent and succession process also identifies candidates for leadership development programs and diversity is a key consideration during candidate selection.

1.7 Remuneration and reward

- (a) ANZGOG is committed to there being no direct or indirect discrimination towards or against employees of particular diverse backgrounds, regarding the remuneration they receive for their work. Our people will be rewarded based on their performance and merit.

1.8 Flexibility

- (a) We value talent and understand that to retain good people, ANZGOG needs to create a flexible environment that recognises different needs, skills, experience and personal characteristics. ANZGOG encourages flexible work arrangements, particularly for employees with parenting, carer, cultural and/or religious commitments.
- (b) To ensure flexibility is implemented equitably, all employees will be supported by the Chief Executive Officer and Unit Managers in how to manage flexible work arrangements and support team members with flexibility.

1.9 Cultural and religious diversity

- (a) Workplace Participants from different cultures and religions are welcomed and valued. Those who have cultural or religious commitments are supported to participate in these activities through the flexible work arrangements.

1.10 Promotions, Transfers and Job Postings

- (a) ANZGOG strives to promote the most capable and experienced individuals to assume greater responsibility within ANZGOG. At the same time, we may need to recruit and hire outside ANZGOG to attract the most qualified individual for a particular opening. Therefore, we may post current job openings internally while simultaneously working with outside recruiting sources. Our desire is to fill every position with the most qualified and suitable applicant.

1.11 Employment of Family Members and Relatives

- (a) Our goal is to hire the best-qualified and suitable individual for every job at ANZGOG. Job applicants who are immediate family members, relatives, or persons having significant personal relationships with ANZGOG's employees are evaluated on their own merit compared to other applicants. ANZGOG permits the employment of qualified relatives of employees so long as such employment does not, in the opinion of ANZGOG, create actual or perceived conflicts of interest. For the purpose of this policy, "relatives" is defined to include spouses, registered domestic partnerships, siblings, parents or any other person who is related by blood or marriage, or whose formal relationship with the employee is similar to that of persons who are related by blood or marriage, such as registered domestic partners.
- (b) ANZGOG will exercise sound business judgment in the placement and management of related employees. ANZGOG's employees must not have direct reporting or contractual relationship with any relative, or any person with whom they have a significant personal relationship. Significant personal relationships include, but are not limited to, dating relationships and business partnerships. No relatives are permitted to work in the same department, or in any other positions in which ANZGOG believes an inherent conflict of interest may exist, without the CEO's prior written approval or in any other positions in which ANZGOG believes an inherent conflict of interest may exist. ANZGOG employees must inform the

CEO when they are involved in any personal relationship that could be perceived as one creating any conflict of interest.

1.12 Key metrics

Some key metrics that we will apply at ANZGOG to measure the success of this policy, include:

- (a) representation at senior levels, including board and managers/ leaders;
- (b) assessment of pay equity on an annual basis;
- (c) parental leave return rates;
- (d) representation on flexible work arrangements;
- (e) representation in leadership programs;
- (f) representation in the talent and succession planning process;
- (g) promotions;
- (h) voluntary turnover;
- (i) exit interview data; and
- (j) employee engagement survey results.

1.13 Review

At least once a year this policy will be reviewed by the CEO and ARC. Any substantive changes to the policy will be recommended to the Board of Directors to be ratified.

Version Control Table

Title	Equal Opportunity, Diversity, Recruitment and Selection Policy			
Created By	Rachael Sutton of Mills Oakley			
Date Created	23 March 2023			
Maintained By	CEO / Company Secretary			
Version Number	Modified By	Modifications Made	Date Modified	Status
0.1	RS	Initial draft created	12/03/2023	DRAFT
0.2	Ethan Brawn (Holman Webb) / CQ	Scope expansion to include volunteers and members. Policy review period added	2/11/2023	Under review
0.3	ARC	ARC recommendation for Board to accept.	14/11/2023	Under Review
1.0	ANZGOG Board	Ratified.	23/11/2023	FINAL