

Introduction

Data#3 Limited (Data#3) understands that business performance and productivity are enhanced by a diverse workforce, management team and board. Data#3 is committed to promoting a culture where diversity is embraced, and has developed this Diversity Policy which is intended to facilitate a more diverse and representative workforce and management structure.

Data#3 is committed to managing diversity and acknowledges, accepts and accommodates the differences between individuals. For the purpose of this policy, diversity includes gender, age, ethnicity, and cultural background.

In line with this commitment, our policy is to value the differences that a diverse workforce brings to Data#3 and to provide a workplace where:

- everyone is valued and respected for their distinctive skills, experiences and perspectives
- structures, policies and procedures are in place to assist employees to balance their work, family and other responsibilities effectively
- recruitment processes embrace diversity
- employees have access to opportunities based on merit
- the culture is free from discrimination, harassment and bullying
- employment decisions are transparent, equitable and procedurally fair.

It is our policy to treat all employees, prospective employees, contractors, customers and suppliers fairly and equally. This policy applies to the board and all employees of Data#3. It applies to recruitment and selection, terms and conditions of employment including pay, promotion, work assignment, training and every other aspect of employment.

Responsibilities

1. The board

The board is responsible for establishing transparent, measurable objectives for achieving diversity throughout Data#3.

In order to promote the specific objective of gender diversity, this policy requires the selection process for board appointments to involve the creation of a short-list identifying potential candidates for the appointment which must include at least one female candidate wherever reasonably possible.

The board will consider whether succession plans are in place to maintain an appropriate mix of skills, experience, expertise and diversity on the board.

The board will also consider and review:

- the recommendations made by the remuneration and nomination committee in relation to the objectives for achieving gender diversity, and the initiatives to support those objectives
- the annual reports it receives assessing the effectiveness of gender diversity objectives, and monitoring the achievement of diversity targets.

2. Remuneration and nomination committee

Data#3's remuneration and nomination committee is responsible for:

- assessing the effectiveness of gender diversity objectives, and monitoring achievement of diversity targets, on an annual basis
- including gender diversity objectives in board recruitment, board performance evaluation and succession planning processes
- making recommendations to the board in relation to the objectives for achieving gender diversity, and the initiatives to support those objectives.

3. Senior executives

The Chief Executive Officer / Managing Director will refer to this policy in selecting and assessing candidates and in presenting recommendations to the board regarding appointments to the senior leadership team. The policy requires the board to also consider gender diversity and the objectives of the policy when considering those recommendations.

In order to promote the specific objective of gender diversity, this policy requires the selection process for senior leadership team appointments to involve the following steps:

- a short-list identifying potential candidates for the senior leadership team appointment which must include at least one female candidate wherever reasonably possible
- an objective to increase the number of women in the senior leadership team, subject to identification of candidates with appropriate skills

This policy reflects Data#3's commitment to and identification of ways to promote a corporate culture which embraces diversity when determining the composition of senior management, including recruitment of senior management from a diverse pool of qualified candidates.

The senior leadership team also has an objective to increase the number of women in the national management team, subject to identification of candidates with appropriate skills.

4. All Other Employees

In order to promote the specific objective of gender diversity the Data#3 recruitment team will reinforce an awareness of gender diversity in the recruitment and selection practices adopted for the engagement of all Data#3 employees. The recruitment and selection processes will be reviewed periodically to ensure they are free from discrimination.

5. National Manager – Organisational Development & Human Resources (OD&HR)

The National Manager – OD&HR is responsible for implementing this policy throughout Data#3, including:

- the development, implementation, maintenance and review of appropriate policies, procedures, programs and initiatives to support diversity
- active participation and recognition in annual Equal Opportunities for Women in the Workplace Agency reporting
- incorporating diversity training into the Data#3 leadership development program and other training events as appropriate
- reviewing whether a gender pay equity gap exists across the organisation
- reporting to the board and the remuneration and nomination committee on the representation of women at various levels within the organisation; gender pay equity; performance against diversity targets and on progress with relevant diversity initiatives.

Whilst the National Manager – OD&HR has overall responsibility for the application of this policy across the company, all managers and employees are responsible for behaving in a way that does not discriminate against other employees, prospective employees, contractors, customers and suppliers, and all are expected to promote the spirit of diversity and equal opportunity policy to the full.

Measurable Objectives

Measurable objectives and targets will be set at the start of each financial year (recommended by the remuneration and nomination committee and approved by the board). The board will assess the progress in achieving those objectives and targets each year and the results will be disclosed in the annual report.

Review

This policy will be reviewed periodically by the board to ensure its effectiveness.