# **EQUITY, DIVERSITY**& INCLUSION POLICY





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# POL-019 EQUITY, DIVERSITY & INCLUSION

#### 1. PURPOSE

Ampcontrol is committed to developing and maintaining an inclusive workplace environment that embraces and celebrates equity, diversity, and inclusion (ED&I). Ampcontrol seeks to foster a safe, respectful, and inclusive workplace.

Ampcontrol recognises that ED&I is an integral part of attracting and retaining a motivated engaged workforce and to deliver the highest quality to our customers while continuing to grow the business. This policy sets our objectives for achieving equity, diversity and inclusion and oversight of the implementation of our Equity, Diversity, and Inclusion Strategy and our Reconciliation Action Plan (RAP).

#### 2. APPLICATION

This policy applies to all Ampcontrol employees and contractors.

#### 3. DEFINITIONS

**Equity:** ensuring everyone in the workplace is treated in a fair manner according to their individual circumstances and needs, and adopting practices which provide everyone with equal opportunities.

**Diversity:** the visible and invisible differences that exist between people that may include disability, sex, sexual orientation, gender identity and intersex status, age, race, ethnicity, religion, culture, neurodiversity and relationship or parental status. Diversity also encompasses the ways individuals differ in their educational background, working experiences, carer responsibilities, socio-economic and geographical background.

**Inclusion:** is valuing a person or group's diversity and actively providing opportunities for their full participation.





diversity.

#### 4. EQUITY, DIVERSITY & INCLUSION AT AMPCONTROL

Equity, diversity, and inclusion at Ampcontrol refers to all characteristics that make individuals different from each other, which can include factors such as religion, race, ethnicity, language, gender, sexual orientation, gender identity, marital or family status, disability, age, or any other area of possible difference. A diverse workplace is about the commitment to equality and treating all individuals with respect.

## 4.1 OBJECTIVES AND PRINCIPLES

The Ampcontrol ED&I Strategy has stated objectives that are related to our focus areas:

#### **Inclusive work culture:**

 Increase engagement and awareness in ED&I though existing systems and processes.

#### Inclusive leadership:

- ED&I being championed by leaders of Ampcontrol with capability built to support this.
- Embedding ED&I Strategy into existing frameworks.

#### 4.2 PROMOTING EQUITY, DIVERSITY, AND INCLUSION

Improve and maintain attraction and retention with continued focus on people

from diverse backgrounds.

To facilitate greater ED&I in the workforce, Ampcontrol will:

- Implement and maintain an ED&I Strategy that sets objectives and monitors and reports on progress.
- Communicate expectations of all employees to ensure zero tolerance for discrimination, harassment, vilification, and victimisation and create a positive duty for employees to be upstanders.
- Ensure ED&I principles are included in key projects, programs, and initiatives, and offer equal access to opportunities.
- Implement programs and policies which address barriers to diversity and inclusion in the workplace and review these programs to ensure they are accessible, available and relevant to the workforce.
- Apply ED&I principles throughout change management processes.
- Promote awareness of Ampcontrol key policy and procedures that foster a safe and inclusive environment.
- Support accessibility, flexible work arrangements, reasonable workplace adjustments and leave options for employees.

#### **4.3 MEASURABLE OBJECTIVES**

Ampcontrol has set measurable objectives with a view to progressing towards and maintaining a diverse representation in the workforce, leadership, and our work culture. Our set objectives will be measured through employee engagement surveys, Our Reconciliation Action Plan (RAP), external reporting methods and through our ED&I Strategy.

#### **4.4 ACCOUNTABILITIES**

Roles	Accountabilities
All employees:	<ul> <li>Meet expectations of our Code of Conduct and polices relating to ED&amp;I, including:         <ul> <li>PCS-025 Freedom of Discrimination, Harassment and Bullying</li> <li>ABS-014 Code of Conduct</li> <li>ABS-003 Recruitment and Selection.</li> </ul> </li> <li>Demonstrate inclusive workplace behaviours.</li> <li>Demonstrate upstander behaviour, and speaking up and acting against behaviours that negatively impact others.</li> <li>Complete mandatory training in line with this policy and other related policies.</li> <li>Participate in ED&amp;I training where directed by Ampcontrol.</li> </ul>
Leaders and Supervisors:	<ul> <li>Ensure employees meet the behaviours and performance expectations as set out in our existing policies and procedures.</li> <li>Role model inclusive workplace behaviours and reinforce upstander culture.</li> <li>Create diversity within teams and encourage ED&amp;I of thought and experience to deliver outcomes.</li> <li>Empower employees to speak-up and act against negative behaviours</li> <li>Ensure all employees are treated equitably and fairly. Report any incidents of discrimination, harassment, vilification, or victimisation and seek disciplinary action as required.</li> </ul>
People Team:	Conduct regular monitoring and review of the policy to ensure compliance with obligations under legislation.
ED&I Steering Committee:	<ul> <li>Provide guidance to employees and relevant teams on interpretation of this policy.</li> <li>Design, deliver, monitor, and seek endorsement of ED&amp;I Strategy and objectives.</li> </ul>
Senior Leadership Team (SLT):	Meet annually, or as necessary to review and oversee the implementation of the ED&I Strategy.

#### 4.5 RELEVANT POLICIES, PROCEDURES, AND LEGISLATION

- Sex Discrimination Act 1984 (Cth)
- Racial Discrimination Act 1975 (Cth)
- Disability Discrimination Act 1992 (Cth)
- Age Discrimination Act 2004 (Cth)
- Australian Human Rights Commission Act 1986 (Cth)
- The Workplace Gender Equality Act 2012
- PCS-025 Freedom of Discrimination, Harassment and Bullying
- ABS-014 Code of Conduct
- · ABS-003 Recruitment and Selection
- · Ampcontrol Equity, Diversity & Inclusion Strategy

#### 5. REVIEW OF THIS POLICY

This policy will be subject to regular review and may be amended by Ampcontrol from time to time.

#### 6. MORE INFORMATION

For more information on this policy please contact your Human Resources Business Partner.



