



Diversity & Inclusion Policy

1. Policy Statement

Nick Scali Limited (the **Company**) recognises the importance of diversity and inclusion in the workplace and is committed to enforcing the principles contained in this policy to ensure the Company gains the full benefits of promoting and maintaining a diverse and inclusive workplace culture.

The aim for promoting diversity and inclusion at Nick Scali is to ensure the company attracts and retains the best possible people, creates an engaged workforce to deliver the highest possible outcomes in service and business outcomes and growth.

2. Purpose

The purpose of this policy is to outline diversity and inclusion definitions and practices so all employees, directors and contractors (collectively referred to in this policy as '**Employees**') understand their responsibilities to uphold and promote a workplace culture that promotes and maintains diversity and inclusion.

It is the Company's responsibility to promote diversity and inclusion practices along with equal employment opportunities.

3. Scope

This policy applies to all Employees of Nick Scali Limited and its subsidiaries.

4. Definitions

Diversity is a term used to describe the uniqueness of, and differences between, people. This includes, but is not limited to, demographic diversity, cognitive diversity, cultural background and lived experience eg marital status, age, sexuality, disability or impairment, religious or political beliefs or activities.

Inclusion is a state where all employees have the opportunity to fully participate in the workplace. Inclusion is achieved where individuals feel valued and respected, have equal access to opportunities as well as feeling psychologically safe and a sense of contributing to the Company's success.

Equal Employment Opportunity provides possible candidates and employees equal accessibility to employment opportunities based on merit, without fear of workplace bullying, harassment or discrimination. Government legislation protects employees against inequality and discrimination regarding employment opportunities within the workplace. To further understand the Company's policy on discrimination within the workplace, refer to the Bullying, Harassment and Anti-Discrimination Policy.

Policy Name	Diversity and Inclusion Policy	Date Issued	March 2021
Policy Owner	People and Culture	Review Date	March 2023

5. Responsibilities

Nick Scali Limited

The company will promote workplace culture that values diversity and inclusion, will communicate this policy and monitor the workplace to ensure the requirements under this policy are effective to deliver diversity and inclusion goals as established from time to time.

The Company will ensure that Employees who wish to raise a concern under this policy will be treated with respect and in confidence, with reasonable care to address their concerns in a timely manner.

Employees

Employees are expected to contribute to and maintain an inclusive and diverse workplace culture. This is to be demonstrated by upholding the Code of Conduct, respecting the diversity of others and identifying and addressing exclusion where it exists. The Company expects all Employees to follow the workplace behaviours (listed below) to prevent discrimination and exclusion:

- Foster a positive workplace culture of inclusion and create a safe work environment;
- Be proactive in identifying and resolving workplace issues surrounding diversity and inclusion;
- Treat everyone with respect, especially listening to understand differing points of view and respecting the diversity of others;
- Act with honesty and integrity, upholding ethical standards by following all Company policies and procedures and the Code of Conduct; and
- Immediately report workplace misconduct or breaches of company policies.

In addition to this, **Managers** are required to:

- Minimise bias impacting decisions made when recruiting, evaluating performance and remuneration, providing development opportunities, identifying talent, succession planning and promotions;
- Actively listen and be open minded when discussions about diversity and inclusion occur and consult the Human Resources Manager for support when issues arise;
- Actively engage and communicate with Employees on parental leave (where mutually agreed prior);
- Ensure teams for which they are responsible, adhere to the principles set out in this policy and other relevant policies such as the Code of Conduct; and
- Report matters of diversity and inclusion brought to their attention to the HR Manager for investigation and resolution and ensure that individuals who report matters are not unfavourably disadvantaged because of such reports.

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6. Promoting Diversity & Inclusion

To achieve a culture of diversity and inclusion, the Company will:

- Encourage individuals to grow and develop their skills and progress their career through the provision of an inclusive and safe work environment;
- Practice equal employment opportunity during talent acquisition processes, career development and when considering individuals for promotion;
- Seek to promote talent from within the business wherever possible based on performance and potential;
- Support fair and equitable remuneration practices;
- Ensure reward and recognition is based on fairness and merit;
- Observe relevant legislation applicable to diversity and inclusion;
- Ensure diversity and inclusion principles are factored into plans for major organisational change, programs and initiatives and provide funding to support where applicable;
- Consider diversity and inclusion principles when designing systems, processes and policies;
- Review incidents or reports where diversity and inclusion does not meet expectations under this policy and remedy them, where confirmed, as soon as practicable; and
- Take action against inappropriate workplace or business behaviour that damages diversity or inclusion under this policy, or other relevant policies including but not limited to the Code of Conduct and the Bullying, Harassment and Anti-discrimination Policy.

7. Gender Diversity Objectives

The Board will set objectives to achieve a balanced representation of gender at Board, senior management and identified leadership roles for evaluation and inclusion in the Workplace Gender Equality Agency report.

8. Compliance

The Company will communicate and or train all Employees in this policy and as amended from time to time.

The Company will review the ASX Corporate Governance Principles and Recommendations to identify opportunities and actions to strengthen its culture of diversity and inclusion.

The Chief Financial Officer is responsible for periodic reports to the Board on the operation and effectiveness of this policy.

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