

# Diversity & Inclusion Policy Statement

Policy Owner: EGM Human Resources  
Approved on: 10 July 2019



## 1. Introduction

Cleanaway Waste Management Ltd (“Cleanaway” or “Company”) has a workforce made up of people with diverse values, backgrounds, skills, experiences and needs. Diversity and inclusion at Cleanaway encompass differences in gender as well as individual gender identity, marital or family status, ethnicity, language, age, sexual orientation, religious beliefs, political beliefs, cultural background, socio-economic status or background, physical and mental ability, perspective, experience and education.

## 2. Our commitment

Cleanaway’s Values consist of four key elements – *Home Safe, Stronger Together, Integrity and We Make a Difference*. These Values shape our shared culture and form our collective identity. Our ‘Stronger Together’ value is lived through having an inclusive workplace and embracing diversity.

Cleanaway recognises the benefits that diversity and inclusion brings to the Company, our customers and other key stakeholders. Our Diversity & Inclusion Policy Statement and supporting processes are aimed at creating a culture where our employees understand that everyone is unique, and that managing diversity and ensuring we have an inclusive environment makes us more productive, innovative and competitive.

Our commitment to diversity and inclusion extends to all areas of our business and at all levels of the Company. This includes recruitment, selection and appointment to roles, training and development, remuneration and reward, retention of employees, forms of leave and flexible working arrangements, succession planning and company policies and procedures.

## 3. Our engagement plan

The achievement of these objectives will occur based on meritocracy, fairness, equality and in accordance with applicable legislation and will be supported through the following initiatives:

**Workforce Profile** – Cleanaway analyses its workforce profile to determine key representation metrics. Targets are agreed annually by the Executive Committee and endorsed by the Board of Directors. Progress towards these objectives will be achieved through policies and programs that promote an inclusive culture at every stage of the employee life cycle. Our achievements against these targets will be reported on in Cleanaway’s Annual Report.

**Pay Equity** – Cleanaway has an annual remuneration review process to identify gender pay equity gaps and establish action plans to address any differences.

**Talent Management** – Cleanaway is committed to embedding diversity and inclusion initiatives into our broader talent management processes including training and development and succession planning. By doing this, we will support the development of all talent and ensure that all employees have equal access to the appropriate development opportunities to prepare them for senior management and Board positions.

**Engagement and Retention** – Cleanaway fosters an environment that seeks to develop and retain its workforce through leveraging its workforce composition and embracing differences as opportunities to learn, innovate and grow.

Recruitment and selection practices, at all levels of the Company, are structured so that a diverse range of candidates are considered, and any conscious or unconscious biases that might discriminate against certain candidates are avoided. We operate in a competitive labour market and therefore believe that by valuing and embracing diversity, we will ensure we attract candidates from the widest possible pool of available talent.

Cleanaway recognises that all employees (regardless of gender) at all levels may have domestic responsibilities and we shall, where possible and appropriate, adopt flexible working practices that will assist them to meet those responsibilities. Cleanaway will also provide opportunities for employees who are on extended parental leave to maintain their connection with the company via 'Keeping In Touch Days', as per the Parental Leave Policy.

**Diversity & Inclusion Awareness** – Cleanaway is committed to investing in diversity-related training programs. This includes specific training for managers as well as broader training and education for the general workforce.

Cleanaway ensures that its operations are conducted safely, and that the workplace is free from all forms of discrimination, harassment, bullying and other unacceptable behaviours.

#### **4. Role of the Board and management**

Cleanaway's Board is responsible for establishing measurable objectives for achieving gender diversity and assessing the progress towards achieving those objectives.

The Executive Committee determines and takes the leading role in promoting Cleanaway's diversity objectives, reviewing progress against those objectives and reporting on progress to the Remuneration and Nomination Committee.

#### **5. Review of this Policy Statement**

This Policy Statement is reviewed periodically, or as otherwise as required to ensure that it is operating effectively and fit for purpose. If changes are required, they will be recommended to the Board for approval.

A copy of this Policy Statement is available on our portal and website.

**This Policy Statement was reviewed and approved by the Board on 10 July 2019.**