

Inclusion and Diversity Policy

1. Introduction

This policy provides the framework by which Opal actively manages and encourages inclusion and diversity. Opal recognises that inclusion and diversity is everyone's business. Opal's goal is to create a culture that is inclusive, diverse and that respects and celebrates our differences.

2. Inclusion and diversity statement

Opal appreciates the value inherent in a diverse workforce.

Opal values the differences between people and the contribution these differences make to our business.

We will actively manage inclusion and diversity, seeking ways of acknowledging and embracing the differences that exist. This means that we will actively seek to:

- flexibly accommodate the unique needs of many different employees;
- ensure that all employees are treated with respect, dignity, and openness; and
- ensure that our business practices, policies and procedures do not prevent people from diverse backgrounds having equality of opportunity within Opal.

3. Definitions

In relation to this Inclusion and Diversity Policy:

- **Inclusion** refers to ensuring that current, future and potential employees have equality of opportunity in Opal without any barriers or obstacles as a result of their marital status, family responsibilities, pregnancy, breast feeding, carer responsibilities, race, colour, physical features, sex, sexual preference, gender identity, lawful sexual activity, age, physical or mental disability, religion, political opinion, national extraction, social origin, industrial activity or trade union membership.
- **Diversity** refers to the visible and invisible differences that exist between people, including (but not limited to) race, colour, physical features, sex, sexual preference, gender identity, lawful sexual activity, age, physical or mental disability, marital status, family responsibilities, pregnancy, breast feeding, carer responsibilities, religion, political opinion, national extraction, social origin, industrial activity or trade union membership. It also refers to diverse ways of thinking and ways of working.
- **Equal employment opportunity (EEO)** is the principle that all persons can have equal access to employment opportunities based on merit, without fear of discrimination or harassment on unlawful grounds.

4. Inclusion and diversity principles

Opal's Inclusion and Diversity Policy, processes and initiatives focus on these inclusion and diversity principles:

1. Decisions regarding recruitment, selection, training and development and promotion are based on merit, performance and capabilities.



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2. Opal embraces fairness, equality and inclusiveness and does not tolerate unlawful discrimination, bullying, harassment or victimisation.
3. Inclusion and diversity and equal employment opportunity initiatives are based on sound business objectives.
4. Inclusion and diversity is everyone's business – it is part of how Opal works.

5. Equal opportunity in employment

Opal will provide equal opportunity in respect to employment and employment conditions, including:

- Recruitment and selection
- Performance management
- Training and development
- Remuneration
- Career advancement
- Support.

Opal is committed to supporting all employees and people leaders in the achievement of an inclusive and diverse workplace.

6. Related policies

Opal's approach to equal employment opportunity, inclusion and diversity is underpinned by its values and supported by various documents, including the Code of Conduct and Workplace Behaviour Policy.