



Acumentis®

Diversity & Inclusion Policy



Approved by Acumentis People & Culture Committee 1st December 2023
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1. Purpose

- 1.1. The Board and Group Executive Leadership Team of Acumentis are committed to workforce diversity and inclusion and consider it an investment in the creation of a sustainable business capable of delivering long term shareholder value.
- 1.2. This policy provides the framework by which Acumentis actively manages and encourages diversity and inclusion across the organisation.
- 1.3. Acumentis believes in treating all people with respect and dignity. It strives to create and foster a supportive and understanding environment in which individuals realise their potential within the organisation, regardless of their differences.
- 1.4. Acumentis recognises that a strong and fair profession is one which comprises, accommodates, encourages, and respects a diverse range of individuals and views.
- 1.5. Diversity and Inclusion management benefits Acumentis, its employees and all stakeholders. It recognises that each employee brings their own unique capabilities, experiences, and characteristics to their work. It values such diversity at all levels of the organisation in all that it does.

2. Scope

- 2.1. This Policy applies to:
 - i. Acumentis' Board of Directors
 - ii. All Acumentis employees, and contractors of our organisation and
 - iii. Persons seeking employment with our organisation.

3. Definitions

- 3.1. Diversity refers to the visible and invisible differences that exist between people including (but not limited to) disability, sex, sexual orientation, gender identity and intersex status, age, race, ethnicity, religion, culture, physical impairment and relationship and parental status. Diversity also encompasses the ways people differ in terms of their educational background, life and working experiences, carer responsibilities, socio-economic background, and geographical location.
- 3.2. Equity refers to ensuring that everyone within the workplace is treated in a fair manner according to their individual needs and circumstances and adopting practices which provide everyone with equal opportunities to succeed at work.
- 3.3. Respect refers to treating individuals fairly, respectfully, and courteously and ensuring their freedom from harassment and bullying.
- 3.4. Inclusion refers to ensuring that employees and members enjoy equal opportunity without any barriers due to their differences.
- 3.5. Formal equality assumes that equality is achieved if the law treats all people in the same way. For this reason, Acumentis supports an approach to antidiscrimination law that focuses on achieving substantive equality, which allows different groups to be treated differently so that they can enjoy their human rights equally.

4. Legislation

- 4.1. Australia has obligations under several international human rights treaties to take measures to eliminate discrimination including based on age, race, sex, pregnancy, marital status, and disability.
- 4.2. The Commonwealth Government has implemented some of these obligations through legislation such as the:
 - 4.2.1. Age Discrimination Act 2004;
 - 4.2.2. Disability Discrimination Act 1992;
 - 4.2.3. Racial Discrimination Act 1975; and
 - 4.2.4. Sex Discrimination Act 1984;

5. Practices

- 5.1. Acumentis has and will continue to:
 - 5.1.1. promote and encourage a diverse workforce by fostering an environment of mutual learning, respect, and appreciation of differences; and
 - 5.1.2. seek to ensure its business practices and processes do not prevent equal opportunity within the organisation.
- 5.2. This will be enhanced via the delivery of the Diversity and Inclusion Strategy FY23 to FY26 and includes initiatives such as:
 - 5.2.1. Recruitment and Selection
 - 5.2.1.1. Acumentis has a continuing commitment to employing the best people to do the best job possible regardless of disability, sex, sexual orientation, gender identity and intersex status, age, race, ethnicity, religion, culture, physical impairment, relationship and parental status or any other attribute.
 - 5.2.1.2. Acumentis follows a fair hiring process in which all candidates are considered based on their skills, qualifications, and abilities.
 - 5.2.1.3. Acumentis will continue to offer flexible work arrangements and consider issues of diversity regarding expectations of the relevant role, and selection and appointment processes to ensure there is no direct or indirect discrimination throughout the process.
 - 5.2.1.4. Acumentis will continue to seek advice where applicable from relevant experts and representative bodies such as disability support agencies or Indigenous organisations to improve its recruitment and workplace practices.
 - 5.2.1.5. Acumentis is continuously committed to ensuring where practicable, the membership and leadership of its Committees and Working Groups reflect a diversity of backgrounds, knowledge, experience, and abilities.
 - 5.2.2. Development
 - 5.2.2.1. Acumentis encourages the advancement of its employees, equal access to professional development opportunities, and in-house training and educational programs.
 - 5.2.2.2. Acumentis will continue to advance employees based on their performance and merit.

- 5.2.2.3. Acumentis strives to enhance employees' opportunities for success and will move to specifically address any areas for improvement that are identified.
- 5.2.2.4. Acumentis endeavours to ensure that employees undertake regular compliance training in relation to legislative and other responsibilities relating to anti-discrimination, workplace harassment and bullying and equal employment opportunity through its Workplace Discrimination, Harassment and Bullying Policy.
- 5.2.2.5. Acumentis offers optional training sessions for employees as required and suggested, for instance regarding performance development, CPR, first aid, resilience, mental health first aid, international protocols, and cultural awareness.
- 5.2.3. Remuneration, recognition, and reward
 - 5.2.3.1. Acumentis will continue to endeavour to ensure there is no direct or indirect discrimination towards or against employees of diverse backgrounds regarding the remuneration they receive for their work.
 - 5.2.3.2. Acumentis will continue to recognise and reward the achievements of its employees based on their performance and merit. Performance review processes will be applied consistently to employees in relation to reviews of their performance.
- 5.2.4. Flexible work arrangements
 - 5.2.4.1. Acumentis recognises the value of providing flexible work arrangements for employees to balance personal and work responsibilities and has an established framework in place which enables flexible work arrangements.
- 5.2.5. External communication and interaction
 - 5.2.5.1. Acumentis will continue to consider how it can most effectively reach a diverse audience, including through its website, social media, use of plain language and participation in conferences and other forums.
 - 5.2.5.2. Acumentis will endeavour to host events that are physically accessible and timed in a way that accommodates the needs of a diverse range of individuals.

6. Responsibilities of Contact Officers

- 6.1. Acumentis' Contact Officers are:
 - 6.1.1. Company Secretary
 - 6.1.2. Group Executive Director – People
 - 6.1.3. National People & Culture Manager; and
 - 6.1.4. Executive Assistant to the CEO.
- 6.2. A Contact Officer should:
 - 6.2.1. act as a point of contact for enquiries and complaints, in addition to the employee's immediate supervisor;
 - 6.2.2. provide information to managers and staff on preventing discrimination, harassment and bullying; and
 - 6.2.3. provide information for managers and staff on processes available to resolve complaints.
 - 6.2.4. Acumentis will provide Contact Officers with regular training to assist them to fulfil their role.

7. Reporting

7.1. Reporting

- 7.1.1. The Group Executive Director – People will report six monthly to the Board on Diversity and Inclusion practices and initiatives that address the Purpose of this Policy.
- 7.1.2. The Board will report annually via the Acumentis Annual Report and through Workplace Gender and Equality Agency (WGEA) reporting.

8. Further Information and Advice

This policy was endorsed by the Acumentis Board on 1 December 2023 and is due for review annually by the Acumentis People & Culture Committee before submitting to the Acumentis Board for endorsement. The next review will take place in December 2024. For further information, contact People & Culture at people@acumentis.com.au.