



# Diversity and Inclusion Policy

## Document Hierarchy

<b>Title of document</b>	Diversity and Inclusion Policy
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<b>Category of document</b>	Lead policy
<b>Short description</b>	D&I Policy
<b>Applicable to</b>	MyState Group
<b>Approval Authority</b>	Board via Group People and Remuneration Committee (GPC)
<b>Responsible Executive</b>	GM People and Culture
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<b>Lead Policy</b>	Diversity and Inclusion Policy
<b>Subordinate documents</b>	<ul style="list-style-type: none"><li>• Recruitment and Selection Procedure</li><li>• Workplace Discrimination and Harassment Policy</li><li>• MYS Enterprise Agreement</li><li>• Employee Code of Conduct</li><li>• Workplace Health and Safety Procedure</li><li>• Learning and Development Procedure</li><li>• Diversity Plan 2017 - 2020</li></ul>
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## 1. Purpose

MyState Limited (MYS) is an equal opportunity employer. Talent, customers, suppliers and investors are attracted to, and want to stay involved with, progressive organisations where diversity and inclusion protects and enhances business performance and wellbeing. This policy provides a framework to maximise opportunities to ensure that appropriate action occurs to support diversity and inclusion so that MYS gains a reputation for having a diverse and inclusive workplace needed for sustainable and competitive operations.

## 2. Scope

This policy applies to MyState Limited (MYS), and all other MyState Limited Group Companies and subsidiaries including MyState Bank (MSB) and TPT Wealth (TPT).

## 3. Frequency

This policy is to be reviewed every three years, with the next review to be completed by 30 June 2023.

## 4. Principles

### What is diversity and inclusion?

Diversity and inclusion refers to the mix of people in the workplace and how their differences come together to shape the culture so that performance and wellbeing is enhanced. At MYS, this means that people of different ages, cultural backgrounds, religions, physical abilities, carer stages, sexual orientations, and genders feel they belong as they go about interacting with customers, suppliers and each other.

Diversity and inclusion requires acceptance and respect, recognising that each individual is unique and that embracing these differences allows everyone the opportunity to contribute their perspectives and talents whilst having equal opportunities to progress their careers.

### Why is diversity and inclusion important?

Diversity and inclusion in the workplace is fundamental to maximising equal opportunities so that all employees are treated in a fair manner according to their individual needs and circumstances thus creating a successful organisation in terms of performance and wellbeing. When recognising the value of individual differences and minimising unconscious bias in management decision making, MYS is able to support realisation of strategic ambitions, thus MYS considers

diversity and inclusion to be a considerable asset and something which aids organisational performance, effectiveness, profitability and revenue generation. Continuing to build diversity and inclusion at work will also foster greater employee engagement, stabilised retention and harnessing capabilities needed to improve innovation through fair and transparent work practices.

## 5. Practices

### **MyState commitment to equal opportunities**

MYS considers itself to be an equal opportunity employer and therefore is committed to providing strong leadership on diversity and inclusion initiatives as well as the good management of culture necessary for achieving positive outcomes for MYS, our customers and our employees.

With this in mind, MYS has a number of policies and procedures in place to reinforce a culture of diversity and inclusion in the workplace and take reasonable steps to treat all employees fairly, respectfully and courteously whilst ensuring their freedom from discrimination, harassment, victimisation or bullying.

Our approach to diversity and inclusion aims to provide all employees equal opportunity throughout the employee lifecycle without any barriers due to their differences. MYS is committed to attracting, developing and rewarding the best people to do the best job possible. Our leaders hold responsibility for preventing discrimination, harassment and bullying and as such will be provided training to assist them to fulfil their role.

### **Tracking the impact of diversity and inclusion initiatives**

MYS diversity and inclusion initiatives and measures are overseen by the Group People and Remuneration Committee (GPC).

As an equal opportunity employer, MYS discloses measurable targets externally in the annual Corporate Governance Statement, as well as internally on a regular basis. These metrics provide focus for change and alignment.

MYS is guided by the *Workplace Gender Equality Act 2012* when establishing gender equality indicators such as the following:

- a) gender composition of the workforce;
- b) gender composition of governing bodies of relevant employers;
- c) equal remuneration between women and men;
- d) availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities; and

- e) consultation with employees on issues concerning gender equality in the workplace

### **Resolving discrimination grievances**

Discrimination, harassment, vilification and victimisation will not be tolerated at MYS. Any substantiated breach of the MYS Diversity and Inclusion Policy will be dealt with seriously and may result in disciplinary action taken against an employee.

MYS is committed to taking appropriate action where a complaint is raised and an investigation may follow in line with the principles of procedural fairness and the MYSs legal and industrial obligations.

## **6. Related legislation**

To provide all employees equal opportunities and an inclusive organisational culture, the following standards, regulations and legislation are reflected into our approach for fostering diversity and inclusion in the workplace:

- The *Age Discrimination Act 2004* protects individuals from discrimination on the basis of age in employment, education, accommodation and the provision of goods and services.
- The *Disability Discrimination Act 1992 (Cth)* makes disability discrimination unlawful and promotes equal rights, equal opportunity and equal access for people with disabilities.
- The *Racial Discrimination Act 1975* promotes equality between people of different backgrounds and it protects people from unfair treatment or vilification on the basis of their race, colour, descent, or national or ethnic origin.
- The Sex Discrimination Act 1984 gives effect to Australia's international human rights obligations and promotes equality between women and men. The Act protects people from unfair treatment on the basis of their sex, sexual orientation, gender identity, intersex status, marital or relationship status, pregnancy and breastfeeding. It also protects workers with family responsibilities and makes sexual harassment against the law.
- The *Australian Human Rights Commission Act 1986* provides an avenue of redress for those alleging discrimination and provides for the rights of these persons.

- *Workplace Gender Equality Act 2012* provides a regulatory framework for the Australian Government to assist employers to improve gender equality outcomes within their workplaces.

## Version Control

Version Number	Date Approved	Brief Description	Change Author	Approver
2.1	21 April 2020	Policy review and update against current legislation, best practice and internal strategy	Senior Manager Culture and Capability	Board