



## **DIVERSITY POLICY**

### **1. Background**

#### **1.1 What diversity means to ITL**

Diversity is the variety of differences in people who make up our employee base and our Board, including such differences as life experience, work and educational experience, language, gender, nationality, personality profile, age, ethnicity, cultural background and work status.

#### **1.2 Corporate benefits arising from employee and Board diversity**

ITL understands that diversity is an economic driver of competitiveness for companies, contributing to business success and shareholder value.

Some of the generally accepted corporate benefits arising from employee and Board diversity include better financial performance and improved workforce participation.

In addition, the promotion of diversity broadens the pool for recruitment of high quality employees and Board members, enhances employee retention, encourages greater innovation and improves our corporate image and reputation.

#### **1.3 Our commitment**

ITL is committed to creating an environment in which equity and diversity are recognised as being essential to the high performance of ITL and incorporated into ITL's day to day business.

### **2. Framework for Embracing Diversity**

#### **2.1 Development of corporate culture**

ITL seeks to promote an environment of equity and diversity by adhering to some key principles including:

- (a) taking steps to attract and retain well qualified employees, senior management and Board members from a deep talent pool;
- (b) eliminating artificial, unfair and inappropriate barriers to workplace and Board participation and facilitating equal employment opportunities based on merit, performance and potential;
- (c) taking action against inappropriate workplace behaviours including discrimination and harassment;
- (d) providing the opportunity for workplace flexibility when meeting business requirements; and
- (e) creating an inclusive workplace culture, recognising that people are different and valuing those differences.



## **2.2 Selection processes and recruitment**

ITL's policy requires that all positions at ITL are filled on the basis of merit. This means that applicants for positions for which a formal recruitment process is undertaken will be assessed on the basis of the competencies they possess in relation to the requirements of the job. Merit based selection ensures the opportunity exists for all applicants for such positions to demonstrate their competencies for the position being offered.

As part of ITL's commitment to filling positions on the basis of merit, some positions will be filled by persons previously identified through ITL's succession planning or by persons possessing specialized skills and experience.

At operational level, ITL recognizes the importance of having a diverse workforce. ITL encourages people from all backgrounds to apply to work at ITL and to apply for promotion opportunities once employed by ITL.

All employees involved in recruitment and selection are trained in their responsibilities as an Equal Employment Opportunity (EEO) employer and undergo formal assessment of their skills.

Recruitment agencies who may be engaged by ITL from time to time are required to adhere to ITL's EEO policies and to recommend a diverse pool of candidates to ITL for consideration.

## **2.3 Training and Development**

ITL encourages the personal development of its employees and offers extensive training and development programs which seek to develop technical skills, people management and leadership skills.

## **2.4 Flexibility**

ITL believes the need to balance work and life requirements is important. ITL has established a number of policies and programs to assist employees to achieve this. Parental leave policies have been developed and family leave entitlements outline the leave arrangements available to assist employees to balance their work and family responsibilities.

## **3. Gender Diversity**

IT will report annually in its Annual Report commencing 2012 the proportion of women employees in the ITL Group, women in senior executive positions and women on the Board.

In addition, ITL has established measurable objectives for achieving gender diversity and will assess the objectives and ITL's progress in achieving those objectives annually, and will report the results of those objectives in its Annual Report.