

1. Purpose

The purpose of this policy is to set out Clean TeQ Water Limited's and its subsidiaries ("Clean TeQ Water") approach to diversity and inclusion in the workplace and provide a framework that actively encourages diversity and inclusion across the organisation.

2. Scope

This policy applies to all Clean TeQ Water employees and the Board, including contractors and consultants acting on behalf of the company. It includes the recruitment and selection process and terms and conditions of employment, including pay, promotion, and training.

Diversity and Inclusion at Clean TeQ Water refers to all characteristics that make individuals different from one another, including gender, marital or family status, ethnicity, cultural background, religion language, sexual orientation, disability, age or any other area of potential difference.

3. Policy Statement

Clean TeQ Water Limited (Company or Clean TeQ Water), the Board of Directors (the Board) and Executive Leadership Committee (ELT) recognise that workplace diversity and inclusion is a key driver to the overall success of our organisation, delivering improved organisational performance and an enhanced workplace culture. This policy outlines Clean TeQ Water's commitment to fostering a culture that embraces diversity and inclusion and provides a respectful working environment.

Clean TeQ Water is committed to a workplace where there is gender inclusion and equality, and where all employees are respected equally

Clean TeQ Water is committed to promoting diversity among employees and aims to ensure the company attracts and retains employee with both an appropriate and diverse mix of skills, expertise, experience and potential.

Clean TeQ Water is committed to building a diverse workforce and inclusive culture to benefit our people and customers and to reflect the communities in which we live and operate.

Clean TeQ Water aims to promote and encourage a diverse workforce, by fostering an environment of mutual learning, respect, dignity, openness to all cultures and an appreciation of difference and other perspectives.

Clean TeQ Water seeks to ensure that its business practices, systems and processes do not prevent people from diverse backgrounds or different genders from having equality or opportunity within the organisation.

Clean TeQ Water aims to create opportunities to better understand our customers, foster innovation, and better manage risk.

4. Objectives

The Board will annually endorse measurable objectives in the following areas:

- Diverse and inclusive workplace

- Flexible working practices
 - Professional development
- Employee assistance and support

5. Strategies

- Recruit from a diverse and inclusive pool of candidates for all positions, including Board and senior executive appointments.
- Maintain a flexible work practices policy and engender a culture of support for flexible work practices where possible and required.
- Provide ongoing mentoring, coaching and succession programs that support and encourage all staff, equally, to expand their skills as part of their professional development and to prepare them to meet their maximum potential.
- Provide support to employees with disabilities and special needs and proactively manage employees with emerging mental health issues.
- Provide a safe and respectful workplace, free from any form of discrimination, harassment or bullying.
- Provide a culture that has zero tolerance for sexual harassment
- Create a culture that embraces diversity and gender equality and understands that diverse workplaces drive better financial and cultural outcomes.
- Develop a culture that recognises employees at all levels have responsibilities outside of the workplace.
- Provide a flexible and family friendly working environment.
- Ensure meaningful and varied development opportunities are available to all employees to enhance employee retention, promotion of existing employees and development of the talent pipeline.
- Recruit from a diverse pool of applicants for all positions (including Board, senior management, professional and technical appointments) based on success profiles that acknowledge skills, experience, potential, curiosity and qualifications.
- Identify and mitigate any biases preventing diversity and inclusion success.
- Undertake regular gender pay audits
- Ensure Leaders within the Organisation undertake unconscious bias training
- Review position descriptions to ensure they are enabling inclusive recruitment practices
- Promote this policy and awareness of Clean TeQ Water's diversity and inclusion objectives and initiatives.
- Facilitating a corporate culture that embraces diversity and recognizes that employees at all levels have responsibilities outside of the workplace.
- Ensuring that meaningful and varied development opportunities are available to all employees to enhance both employee retention and potential for promotion.

6. Responsibility and Accountability

The Board

- Noting Clean TeQ Water's Diversity and Inclusion Strategy;
- Establishing Measurable Objectives for achieving gender Diversity, and other Diversity targets as appropriate to support Clean TeQ Water's Diversity and Inclusion Plan;
- Assessing annually both the Measurable Objectives for achieving gender Diversity and the progress in achieving them; and

- Ensuring that the work environment is free from discrimination, harassment, bullying, victimisation, and vilification by treating colleagues and others according to Clean TeQ Water's Code of Conduct and this Policy and supporting standards, guidelines and procedures.

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The Executive Leadership Team

- Is accountable for the establishment and achievement of Diversity metrics;
- Championing Diversity and Inclusion by widely communicating the business case and role modelling behaviours consistent with Clean TeQ Water's Code of Conduct and this Policy and supporting standards, guidelines, processes and procedures; and
- The CEO of Clean TeQ Water or equivalent positions within the Executive Leadership Team (ELT) and the Head of HR, Safety and Quality are accountable within their respective function of all People Experience policies in relation to Diversity and inclusion.

All Clean TeQ Water leaders are responsible for understanding their role in promoting workplace diversity and to integrate the values of diversity and inclusion through supporting the delivery of Clean TeQ Water's diversity initiatives.

All Clean TeQ Water's directors, officers, employees and contracting partners are responsible for supporting workplace diversity and ensure their behaviours are consistent with this policy.

All Clean TeQ Water employees have a responsibility to comply with this policy and associated policies and are responsible for acting in alignment with and upholding the principles of this policy.

7. Reporting & Compliance

The Head of HR, Safety and Quality and Executive Leadership Team are responsible for reviewing and making recommendations to the Board on workforce diversity and inclusion practices.

Clean TeQ Water will meet all obligations with respect to state and federal legislative and regulatory and reporting requirements in relation to diversity and discrimination.

8. Monitoring & Review

Clean TeQ Water will monitor the performance of the diversity objectives and strategies using appropriate measures and targets. Progress will be reported and monitored by the Manager HR and Health and Safety and Executive Leadership Team and reported accordingly.

The Head of HR, Safety and Quality and Executive Management Team will review the policy annually and make recommendation to the Clean TeQ Water Board as to any changes it considers should be made.

9. Related Policies

- Recruitment Policy
- Flexible Work Policy
- Work from Home Policy

- Leave Policy
- Anti-Discrimination & Equal Employment Policy

10. Key Terms

Culture

Culture is the sum of values, ethics, leadership, behaviour, and working environment that collectively characterise how the organization operates

Diversity

The variety of difference between people in our organisation. It includes characteristics such as:

- age;
- gender;
- family responsibilities;
- relationship status;
- race;
- religious belief;
- cultural identity and background;
- ethnicity;
- sexual orientation;
- gender identity;
- intersex status;
- socio-economic background;
- physical and intellectual ability;
- caring status
- Indigenous background; and
- English language skills.

It also extends to differences in backgrounds, perspectives, life experiences, communication styles, education, personality and other belief systems.

Inclusion

Describes an environment where everyone is able to be themselves and feel valued, involved and respected for their perspectives and contributions. Inclusive has a corresponding meaning.

Workplace

A place where work is carried out for Clean TeQ Water and includes any place where an Employee or other workers go, or is likely to be, while at work.

Corporate Governance Council Statement

Diversity and Inclusion

Clean TeQ Water has implemented a Diversity and Inclusion Policy to promote and ensure diversity and equality within the organisation. Diversity and Inclusion at Clean TeQ Water refers to all characteristics that make individuals different from one another, including gender, marital or family status, ethnicity, cultural background, religion language, sexual orientation, disability, age or any other area of potential difference.

Diversity and Inclusion Policy



While the key focus of the ASX Corporate Governance Council's recommendation is on promoting the role of women within organisation's, Clean TeQ Water recognises all areas of diversity and inclusion as critical to a healthy and productive culture and workplace

The Head of HR, Safety and Quality and Executive Management Team will ensure that suitable procedures and measures are introduced and reported to the Board to Ensure that the company's commitments and objectives are implemented appropriately and adhered to.

Recommendations outlined by the ASX requires listed entities to disclose the proportion of women in the whole organisation, in senior executive positions and on the Board.

FY 2022 - 23

	Total	Board	Executive
All Staff	43	4	3
Female Staff	15	1	1
% of Total	35%	25%	33%