

# Diversity, Equity, Inclusion & Belonging (DEIB) Policy

## Overview

The Tonkin + Taylor Group of Companies ("we"/ "us"/ "our") celebrate the sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities and talent that our people invest in their work represents a significant part of not only our culture but our reputation and company achievement.

This DEIB Policy sets out our commitment to fostering, cultivating and maintaining a culture of DEIB, and is applicable to all employees and directors of Tonkin + Taylor Group. All employees and directors have a responsibility to treat others with dignity and respect, and are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, and at all company-sponsored and participative events. Our DEIB Strategy sets out how we will give effect to this Policy.

## Our Key Principles

- Embracing DEIB is fundamental to supporting our people to bring their full selves to work and provide better solutions for communities.
- Everyone has accountability for creating and maintaining a culture of inclusivity, including standing up to behaviour that is not welcoming or inclusive.
- Creating and enabling meaningful employment pathways that deliver fair opportunities and pay equity within Tonkin + Taylor Group and our wider industry.

## What DEIB means at Tonkin + Taylor Group

DEIB at Tonkin + Taylor Group is about ensuring that all our employees are provided with a safe and productive environment where Diversity, Equity, Inclusion and Belonging are encouraged, respected and embraced in day-to-day operations. For us this means:

- Welcoming and encouraging the participation of all groups and employee perspectives.
- A healthy attitude towards Work/life balance to accommodate employees' varying needs
- Enabling a greater understanding and respect for DEIB.

Creating a truly inclusive workplace is an ongoing journey, and we continuously strive to be better, for our people, clients and communities.

## Our Commitment

### Community Inclusion + Participation

We are committed to, enabling participation and inclusion of groups in the following ways:

- **Aboriginal and Torres Strait Islander People** - Understanding First Nations people's experiences and how we can be inclusive in our work and contribute to Australian national reconciliation.
- **Māori** - Developing and nurturing long term change to ensure greater participation of Māori. We recognise Te Tiriti o Waitangi as a foundation document of Aotearoa New Zealand and seek to formalise a culture of understanding and commitment to Te Tiriti o Waitangi.
- **Pacific People** - Developing and nurturing long term change to ensure greater participation of Pacific People within our organisation and industry.





- **Rainbow Communities** - Providing a safe and welcoming environment for all people regardless of sexual orientation or gender identity, and do not discriminate against people based on these attributes.
- **Disability and Impairment** - Providing a safe, welcoming, and accessible working environment to all people, and working with individuals and communities to remove barriers to employment and career advancement.

### Continued Areas of Focus

We are also committed to continue our efforts in the following areas:

- **Cultural Awareness** - Providing cultural awareness training to create better knowledge and grow understanding of how to best serve our communities.
- **Gender Equality and Equity** - Creating safe and inclusive workplaces for all genders, ensuring greater participation of all genders, and improving career pathways and development opportunities.
- **Inclusive Shareholding** - Ensuring that any employee wishing to explore Shareholding is presented with a transparent and equitable experience and that the nomination and selection process creates equal access to meet criteria for shareholding.

## Terminology

**DEIB:** Diversity, Equity, Inclusion and Belonging

**Diversity:** Refers to our individual differences and how these provide a unique mixture of knowledge, skills and perspectives that members of our teams bring to the Tonkin + Taylor Group. For Tonkin + Taylor Group, diversity includes but is not limited to, characteristics such as cultural background and ethnicity, age, gender, neurodiversity, gender identity, differences in physical and cognitive abilities, sexual orientation, religious beliefs, political views, world views, language and educational background.

**Equity:** the fair and respectful treatment of all people and involves the creation of opportunities and reduction of disparities in opportunities and outcomes for diverse communities.

**Inclusion:** A culture of inclusion is one where every member of the organisation feels valued and respected and can fully contribute to the ultimate goals of the organisation. It is about removing barriers to make sure everyone can fully participate in the workplace.

**Belonging:** Belonging in the workplace means feeling valued through positive connections with others and able to bring the authentic self to work.

## Related Codes, Policies + Guidance

The DEIB Policy is a supporting policy to the Code of Conduct. The **Code of Conduct** sets out the key standards of ethical conduct and behaviour required by the people and suppliers of the Tonkin + Taylor Group of companies.

Other related policies include:

- Flexible Working Policy
- Harassment and Bullying Policy
- Health, Safety and Wellbeing Policy
- Sustainability Policy

Other related guidelines include:

- Above the line/below the line behaviours





- Gender Transitioning Support Guidelines
- Reconciliation Action Plan
- Tonkin + Taylor Workplace Rainbow (LGBTQI+) Supporting Notes

Approved by Tonkin + Taylor Group Board: December 2022

