

PACT

Equity, Inclusion and Diversity Policy

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ADA (Australian Defence Apparel P/L)

1 Equator Road,
Thomastown VIC 3074

sales@ada.com.au
ada.com.au

+61 3 9353 4555

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Equity, Inclusion and Diversity Policy

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Introduction

ADA is committed to developing a workplace culture which embraces workforce equality, diversity and inclusion across our organisation.

We understand and accept that with everyone's different and unique attributes, and being truly inclusive generates diversity of thought, and this is fundamental to developing organisational capability and delivering business performance.

At ADA, we value the contributions of people with differing abilities and are committed to an inclusive workplace with equal employment opportunity and treating people with respect.

Purpose

The purpose of this policy is to articulate our commitment to creating a culture of inclusion, where we collaborate, everyone is treated with respect, and where everyone experiences a genuine sense of belonging.

Policy

Who this policy applies to

This policy applies to all employees and contractors of ADA.

What is the meaning of Equity, Inclusion and Diversity?

Equity is about creating a workplace that is free from unlawful discrimination and empowers people to achieve their full potential and removes actual or perceived barriers to participation regardless of gender, ethnicity, marital or family status, religion, culture, language sexual orientation, gender identity, disability and age. Treating people equitably does not mean treating all people the same.

Inclusion is about creating an environment where employees can bring their whole and authentic selves to work to do their best. It's about respecting and valuing the differences that exist within our workforce, and making reasonable adjustments where required.

Diversity means differences in all forms, visible and non-visible. It covers all aspects of difference, such as gender, ethnicity, marital or family status, religion, culture, language, sexual orientation, gender identity, disability and age, as well as differences in background and life experience.

Equity, Inclusion and Diversity Responsibilities:

Employees:

Value and respect the differences in others and speak up about behaviour that isn't consistent with this policy.

ADA Leaders, including people leaders:

Role model and encourage behaviour consistent with our values and ways of working and contribute to continuous improvement in our culture, as well as actively balancing the needs of team members and the business when applying this policy.

Executive Leadership Team:

Act as ambassadors to drive equity, inclusion and diversity across the organisation.

Policy

Our Commitment

This policy applies to all employees and contractors of ADA.

We are committed to fostering an inclusive culture that reflects a diverse workplace, where team members openly share their unique perspectives, challenge the status quo and contribute their experience and skills to achieve the best possible business outcome. To achieve this, ADA's goal is to:

- Attract, engage and retain unique talent so we can achieve our strategic objectives and meet the diverse needs of our customers;
- Leverage individual strengths to harness greater innovation;
- Treat all team members fairly and with respect, and foster an environment free of discrimination, harassment and bullying;
- Lead the market in gender equality and advocate for inclusion and diversity;
- Ensure all people-related decisions are made free from bias and discrimination; and
- Continuously work to integrate leading inclusion and diversity practices into our operations, to ensure diversity of thought and drive commercial success.

Our Actions

- We aim to promote equity, inclusion and diversity through the following actions:
- Attracting and retaining team members with a diverse mix of skills and experience;
- Setting measurable objectives for gender diversity and assess progress annually;
- Conducting gender pay equity audits on an annual basis;
- Encouraging and supporting flexible working arrangements, where practicable;
- Accommodate reasonable modifications and/or adjustments to a position to enable the performance of the essential functions of a job where practicable and safe to do so
- Reviewing processes and systems on an ongoing basis to identify any significant trends or biases and developing actions to mitigate these;
- Ongoing enhancement of equity and inclusion strategy, with aims to promote all areas of diversity and establish measurable objectives and KPIs for initiatives and programs as they are developed; and
- Demonstrating zero tolerance towards behaviour that is inconsistent with this policy.

Policy

Support

Team members are encouraged to speak up if they become aware of any behaviour inconsistent with this policy. Please talk with your leader or the HR Department. In addition, our Employee Assistance Program is a professional, confidential and free counselling service available for all Employees of ADA.

Reference



- Australian Human Rights Commission Act 1986
- Equal Employment Act 2010
- Age Discrimination Act 2004
- Disability Discrimination Act 1992
- Fair Work Act 2009
- Racial Discrimination Act 1975
- State and Territory Anti- Discrimination Laws
- WWW.humanrights.org.au/employers



Let's make a PACT!

PACT is ADA's ESG program. It is a movement towards Promoting Accountability, Community and Transparency. Through this innovative initiative, PACT and its partners are not just contributing to global ESG standards - they're reshaping them.

The PACT Program includes 4 pillars and tangible pathways to achieve our vision.

| ESG Program Name | PACT | | | |
|--------------------------------|---|---|---|--|
| 4 Pillars Sits under ESG |  Planet |  People |  Practice |  Performance |
| Pathways Sits under Pillars | Designing for End of Life Circularity Waste Reduction | Indigenous Partnerships Diversity & Inclusion Employer of Choice Responsible Supply Chain Corporate Social Responsibility | Ethical Trade Transparency Risk Management | Job Growth Exceeding Customer Expectations Research, Development & Innovation Responsible purchasing and sourcing |

Join us as we define what it means to do business in the 21st century!

Learn more about PACT
ada.com.au/pact



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