

	<b>DIVERSITY &amp; INCLUSION POLICY</b>		
Policy No:	Glochem/HR/POL-0010	Version No	01
Department	HUMAN RESOURCE		

### **Diversity and Inclusion Policy**

At Glochem we're committed to creating an inclusive and respectful environment, where all of our people can contribute to their full potential. A diverse workforce with wide perspectives and creative ideas benefits our clients, our colleagues and the communities where we operate. Our success depends on it.

We take pride in our inclusive environment that not only supports our Employees in all their diversity but also reflects our clients and communities, allowing us to better serve their unique cultures and needs.

### **Our Aspirations**

Glochem's aspiration for DE&I is anchored in four pillars, which guide our approach and support the integration of DE&I into our core people processes, where relevant and possible.

The four pillars are:

- Varied Talent Base
- Global Mindset
- Inclusive Leadership
- Equal Opportunities

The Group's Diversity and Inclusion initiatives focus on a holistic approach involving the following three areas.

### **Foundation**

- Diversity and Inclusion vision, & strategy
- Leadership and answerability
- Leadership and employees' competence and diversity intelligence
- Infrastructure and execution principles

### **Internal Processes and Policies around**

- Recruitment, development and advancement
- Policies on workplace conduct, benefits, work life and flexibility
- Job design, classification and compensation
- DE&I education and training

### **External Partnership**

- Community, government relations and social responsibility
- Industry bodies partnership

Glochem's diversity initiatives are applicable—but not limited—to our practices and policies on recruitment and selection; compensation and benefits; professional development and

training; promotions; transfers; social and recreational programs; layoffs; terminations; and the ongoing development of a work environment built on the premise of gender and diversity equity that encourages and enforces:

- Respectful communication and cooperation between all employees.
- Teamwork and employee participation, permitting the representation of all groups and employee perspectives.
- Work/life balance through flexible work schedules to accommodate employees' varying needs.
- Employer and employee contributions to the communities we serve to promote a greater understanding and respect for the diversity.

All employees of Glochem's have a responsibility to treat others with dignity and respect at all times. All employees are expected to exhibit conduct that reflects inclusion during work, at work functions on or off the work site, and at all other company-sponsored and participative events. All employees are also required to attend and complete annual diversity awareness training to enhance their knowledge to fulfil this responsibility.

Any employee found to have exhibited any inappropriate conduct or behavior against others may be subject to disciplinary action.

Employees who believe they have been subjected to any kind of discrimination that conflicts with the company's diversity policy and initiatives should seek assistance from a supervisor or an HR representative.

### **Measurement and Impact**

The diversity and inclusion initiatives need to be measured year on year. Each year the Board and Group Diversity Council will establish objectives for achieving gender diversity, and any other aspect of diversity nominated by the Board and Council. The Group's current diversity objectives relate to formation of business and group level diversity councils with charter and agenda, achieving agreed upon diversity hiring targets in regard to campus and lateral hiring and monitoring overall movement in diversity percentage across levels in business and overall group level.

The following gender diversity objectives have also been set for the Group and progress will be monitored and reported on each year.

- Percentage of women in senior management
- Percentage of women recruited during the year
- Percentage of total full time female employees across the Group