



MS-PO-17: Diversity and Inclusion Policy

Document approver	STL Board	Document developer	STL CFO
Authorisation date	August 2020	Review date	August 2022

Version History

Version	Date	Modification
1.0	28 Aug 20	Policy approval

Contents

1 Purpose	2
2 Scope	2
3 Accountabilities	2
4 Diversity and Inclusion	3
5 Policy statement.....	3
6 Principles	3
7 Focus areas	3
8 Initiatives.....	4
9 Training.....	4
10 Monitoring and Audit	4

1 Purpose

Sugar Terminals Limited (STL) is committed to building a workplace culture that promotes diversity and inclusion.

The purpose of this policy is to outline the principles and practices that underpin STL's approach to developing and maintaining a diverse and inclusive workplace.

This policy will be published on the STL website and made available to Directors and employees.

2 Scope

This policy applies to all STL employees, including Directors and Officers. STL's responsibilities in relation to equal employment opportunity employment (including discrimination, harassment, bullying or victimization) are set out in MS-ST-02 Equal Opportunity Employment Policy.

It is the responsibility of STL contractors to maintain their own diversity and inclusion principles, including equal opportunity standards that comply with the relevant legislative requirements.

3 Accountabilities

The key duties associated with implementing this Policy are as follows:

Role	Responsibility
STL CEO	<ul style="list-style-type: none">Ensure compliance to this policy on behalf of the STL Board of Directors
STL employees	<ul style="list-style-type: none">Implement the requirements of this policy as it relates to their role

Disciplinary action may be taken against employees that breach this policy. This may include but is not limited to warnings, demotion, retraining and dismissal.

4 Diversity and Inclusion

For the purpose of this policy, **diversity** refers to the variety of people and ideas within a workplace. It includes gender, age, language, cultural background, sexual orientation, religious belief, family responsibilities, marital status, level of education, socioeconomic background, disabilities, personality, values, perceptions and attitudes.

Inclusion is the measure by which STL's employees feel valued, safe and a sense of belonging. Inclusion is also the mechanism by which diverse perspectives are heard, respected and supported.

5 Policy statement

STL is committed to supporting a safe and inclusive culture that welcomes the skills and insights of a diverse range of people to benefit STL's operations, customers and the communities within which we operate.

STL recognises that valuing diversity and inclusiveness improves its ability to:

- attract, retain, motivate and develop a highly functioning and engaged workforce
- deliver the highest quality services to its customers
- enrich our relationships with our communities, and
- continue to grow our business.

6 Principles

STL will foster a culture that values inclusion and is guided by the following principles:

- Treat people with respect and dignity
- Value the differences and diversity of people
- Eliminate unfair and inappropriate barriers
- Make judgements based on equity and merit
- Support flexible work practices and ensure that STL workplaces are accessible
- Deal quickly and effectively with inappropriate behaviour.

7 Focus areas

In creating a diverse and inclusive workplace culture, STL will focus on the following areas:

- **Gender balance:** encourage people to access opportunities and enjoy a rewarding career, regardless of gender or gender identity
 - **Flexibility:** support flexible working arrangements to balance people's work and life commitments
 - **Accessibility:** improve the accessibility of STL workplaces and digital platforms for employees, contractors, customers and shareholders with a disability
 - **Indigenous Australians:** provide opportunities for Aboriginal and Torres Strait Islander peoples, organisations and communities to engage with STL.
-

8 Initiatives

The CEO will develop diversity and inclusion initiatives in support of this policy, and will report to the Board on a regular basis on progress in implementing such initiatives.

This will include working with our major contractors to create more diverse and inclusive STL workplaces.

9 Training

STL commits to providing training to Directors and employees where necessary on diversity to enable them to effectively understand and achieve STL's objectives on diversity and inclusion.

10 Monitoring and Audit

The requirements of this policy may be subject to audit. Audit findings will be reviewed by the Safety, Health, Environment and Risk Committee.
