

Genea Diversity Policy

Introduction & philosophy

Genea supports and promotes the principles of fair and equitable treatment and diversity in the workplace and is committed to ensuring that all employees are treated in a fair and equitable manner at all times. Genea recognises the value of attracting and retaining employees with different backgrounds, knowledge, experience and skills, all of which contribute to providing the company with a competitive advantage

The Genea policies, values, practices and core competencies actively promote diversity and equality in the workplace and prohibit any form of unlawful discrimination thus creating an environment where individual differences are valued.

Diversity practices at Genea

Recruitment, Selection and Promotion

Genea follows a consistent approach and practice in the recruitment and selection of staff, this approach is underpinned by the Equal Employment Opportunity policy and has been designed to ensure that candidates are selected on the basis of past experience, knowledge, skills and potential. All recruitment and selection decisions reflect Genea's commitment to non-discrimination and equal employment opportunities. Behavioural interviewing and testing are used to promote equitable and unbiased selection and promotion decisions.

All leaders undertake internal training in behavioural Interviewing techniques highlighting the importance of non-discrimination, non-bias and equitable treatment towards all applicants both internal and external.

In addition, where possible, career opportunities are advertised internally giving all employees the opportunity to apply for roles that may develop their career paths.

Flexibility in the workplace

Where possible, Genea offers flexibility with regards to working hours, part-time positions, job sharing and, for some roles, working from home. All employees are able to explore the opportunity to utilise these flexible arrangements and each application will be considered on merit and the needs of Genea.

Career development, promotion and recognition

Genea rewards excellence and all employees are promoted or appointed on the basis of their performance. Managers are trained to ensure that employees are treated fairly and evaluated objectively.

Genea encourages and rewards excellence and contribution is measured based on agreed objectives. This practice enables the removal of bias and promotion of equitable treatment amongst all employees.

Employee education assistance

Genea values and encourages staff development and is committed to enhancing Genea's performance and reputation through the development of staff. Genea recognises that quality staff development is integral to the achievement of its strategic goals and future growth.

Training and development of employees is ongoing and is crucial in developing individuals in their careers. Annual performance reviews provide employees and their leaders the opportunity to identify, prioritise and agree on training needs and develop an appropriate training plan. The plan incorporates all relevant evaluations of current and future operational activities, identified strategic priorities and the training needs required to reach these goals.

Harassment, Bullying and discrimination

Genea recognises that there is no place for any form of harassment, bullying or unlawful discrimination in the workplace and, as such, has clear reporting procedures and policies for any type of alleged unlawful discrimination or harassment.

In addition, Genea conducts various Information sessions to ensure workplace participants are aware of this type of behaviour and the appropriate ways of reporting it.

Adherence to this policy

Genea will not tolerate non inclusive behaviour. To ensure that this is achieved, Genea expects employees to:

- Uphold and demonstrate the Genea core values and behaviours at all times;
- Understand and comply with this policy; and
- Abide by our relevant policies at all times.

Human Resources Director

The Human Resources Director (or delegate) is responsible for:

- Developing, reviewing and maintaining human resources policies and procedures in accordance with this policy;
- Developing measurable objectives for achieving gender diversity; and
- Preparing and reporting to the Workplace Gender Equality Agency (WGEA) public reporting program.

Board of Directors

The Board of Directors of Genea is responsible for:

- Monitoring Genea's overall diversity strategy and policy; and
- Reviewing the measurable objectives for addressing gender diversity following recommendations by the Human Resources Director.

Reporting and communication

Reports to the WGEA

Genea will report annually with respect to the following indicators:

- Gender composition of the workforce;
- Gender composition of the Board of Directors and the executive committee of Genea;
- Remuneration between women and men;
- Availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees, parental leave and to working arrangements supporting employees with family or caring responsibilities;
- Consultation with employees on issues concerning gender equality in the workplace; and
- Any other matters specified under the relevant legislation.

Communication with employees and shareholders

Genea will:

- Make available a copy of this policy to all employees and shareholders: and
- After lodging the report in accordance with the relevant workplace legislation, inform employees and shareholders, as soon as reasonably practicable that Genea has lodged the report and how the report may be accessed.

Annual Report

Following the submission of a report to the relevant reporting agency under the Workplace Gender Equality Act 2012, Genea will disclose a summary of that report in the Company's annual report to shareholders.