

Diversity Policy

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Aurizon Holdings Limited (the Company)

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Diversity Policy

1. Statement of commitment

Aurizon Holdings Limited (the **Company**):

- recognises workforce diversity provides a rich source of innovation and creativity that builds organisational capability and performance,
- recognises people's performance while respecting their individual differences,
- is committed to creating an inclusive and respectful work environment where employees are comfortable in bringing their 'whole self' to work without fear of discrimination or harassment.

We promote diversity by employing people from a diverse range of genders, gender identities, personal abilities, ages, languages, ethnicities, cultural backgrounds, sexual orientations, religious beliefs, political beliefs, parental and family responsibilities and social backgrounds.

Our business practices that support diversity include:

- promoting equal employment opportunity in our recruitment, selection and employment practices and recognising unconscious bias can impede such practices,
 - ensuring our employment activities, including attraction, retention and development activities promote diversity in our work environments,
 - encouraging employment and promotion from groups recognised by equal employment opportunity and anti-discrimination legislation, and
 - ensuring our employment practices are compliant with anti-discrimination legislation, and in the spirit of promoting equality and equity between employees, regardless of background.
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2. Introduction

2.1 Purpose

The Company encourages an inclusive and diverse culture through our employment practices, our interactions with each other, our customers and clients, and the communities in which we operate.

Diversity is an essential part of building and delivering our business objectives by attracting and retaining skilled employees who improve our business capability and performance and contribute to the achievement of our vision, mission and values.

2.2 Scope

This policy applies to all executive and non-executive directors (**Directors**), executives (**Executives**) and all employees (**Employees**) of the Company and its subsidiaries (the **Group**).

2.3 Related Aurizon policies and principles

- Aurizon Code of Conduct
 - Flexible Working Arrangements Corporate Principle
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3. Recruitment and selection

The Company is an equal opportunity employer. Where reasonable, necessary and lawful, the company may take special measures in its recruitment and selection activities to enable it to promote equal opportunity in its workforce. These special measures maybe in place for as long as required by the company to achieve the objective of equal opportunity that specifically target groups of people with particular attributes such as race or gender.

Our recruitment centre staff participate in development activities to broaden their understanding and application of anti-discrimination practices and how to address unconscious bias when recruiting new employees.

4. Discrimination and harassment

The Company is committed to taking all reasonable steps to prevent unlawful discrimination and harassment, including sexual harassment, by ensuring that our employees understand the types of behaviours that are not acceptable in our interactions.

Our Company Code of Conduct, human resource policies and our Values outline our expectations that employees do not engage in unlawful discriminatory conduct, and embrace diversity and inclusiveness.

Employees with concerns about workplace conduct may raise their concerns through a number of established channels.

Company policies, procedures and practices apply inclusively. References to parents, carers, partners, spouses or families includes persons and relationships of any gender, gender identity or sexuality.

5. Learning and development

The Company delivers our strong commitment to diversity in our workforce through learning and development activities which:

- develop employee understanding and appreciation of equity issues, unconscious bias and the benefits for Aurizon and its people in creating a more diverse workforce and use learning platforms which respond to our diverse workforce's learning needs, and
 - develop personal and commercial capabilities in employees from particular diversity groups.
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6. Talent and succession

Our succession planning activities focus on the following key activities to contribute to workplace diversity:

- recruitment and selection which aims to recruit the highest calibre employees to contribute to the achievement of our business objectives, regardless of attributes,
 - non-discriminatory talent identification and succession planning activities, designed to identify and develop employees from underrepresented groups, with the objective of obtaining greater diversity in all units of the business and in management positions, and where reasonable and necessary the company will take special measures in its succession planning activities in accordance with clause 3 of this policy, and
 - planning career pathways that develop knowledge, skills and abilities that best position employees for future success.
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7. Performance and reward

Company employees are paid in accordance with their relevant industrial instrument and / or their contract of employment. Pay is determined in accordance with the nature of the work undertaken and the performance of the employee.

The Company is committed to ensuring all performance evaluations and remuneration determinations for contract employees are monitored to ensure decisions on pay and bonus payments are non-discriminatory, free from bias, objective and performance-based. A gender pay review will be carried out on an annual basis with outcomes reported to the executive responsible for Human Resources.

8. Flexible working

The Company acknowledges and supports the needs of a diverse workforce who may wish to have flexible working arrangements.

The Company provides the option to request flexible working practices, such as part-time employment, working from home (where compatible with the nature of the work performed) and the adoption of other supportive work practices that enable employees to balance work and life priorities.

The Company will consider all flexible working requests. Requests will only be denied on reasonable business grounds and in line with the Company's corporate principle on flexible working arrangements.

9. Paid parental leave

The Company recognises providing supportive work practices for the role our employees play in parenting is key to building and sustaining diversity.

Aurizon offers a range of paid and unpaid parental leave and initiatives to support both primary and secondary carers.

10. Measuring Progress

The Company will report annually to the Board, or relevant committee of the Board, on progress and initiatives that promote diversity within the Group.

The progress report will measure progress in the following ranges:

- Gender workforce composition,
 - Age workforce composition,
 - Portion of women by job classification,
 - Employees from non-English speaking backgrounds,
 - Employees identifying as either Aboriginal or Torres Strait Islander, and
 - Employees disclosing they have a disability.
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11. Annual review

The Board, or relevant committee of the Board, will undertake an annual review of the Policy.

12. Contact

If you are in any doubt regarding this policy you should contact your leader, Human Resources or the Company Secretary.

Compliance with the law relating to the requirements of this policy is the responsibility of all Directors, Executives and Employees. Any guidance provided in or under this policy does not affect individual responsibility.