



GROUP HR STANDARD 2 DIVERSITY, INCLUSION AND EQUAL EMPLOYMENT OPPORTUNITY

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1. PURPOSE

IGO Limited (IGO or the Company), is a Purpose and Values driven organisation. IGO recognises the value of diversity and inclusion and the impact that they have on our working environment, capability development, performance and the creation of sustainable value for the organisation and its stakeholders.

IGO is committed, to creating a working environment that recognises and respects the contribution of all employees. IGO will actively ensure equal employment opportunity in relation to gender, marital or family status, sexual orientation, gender identity, age, ethnicity, race or cultural background, religious or political opinions, family and domestic responsibilities, disability and any other ground for potential unlawful discrimination.

This Standard sets out the commitment by IGO to uphold our values and actively pursue a diverse and inclusive workforce and to create a workplace that applies fair and equitable employment practices and provides a working environment that will allow all employees to reach their full potential. To this end, the Standard considers all aspects of employment, recruitment and selection; conditions and benefits; training and promotion; task allocation; shifts; hours; leave arrangements; workload; equipment and transport.

2. PERSONS TO WHOM THIS STANDARD APPLIES

This Standard applies to all directors, full-time, part-time and casual employees, contractors and consultants of IGO, and IGO group companies, (each being **IGO personnel**).

Each person has an obligation to support and respect equality, workplace diversity, inclusion and ethical practices in their working environment.

3. RESPONSIBILITIES

IGO personnel are responsible for acting in a manner which demonstrates the principles of this Standard and aligns with IGO's Code of Conduct. It is also the responsibility of IGO personnel to report any such behaviour or any breach of this Standard to a supervisor, executive management, an appropriate Board member or the IGO Whistleblower Service so that the appropriate action can be taken.

Managers and supervisors must also:

- model appropriate standards of behaviour;
- take steps to educate and make IGO personnel aware of their obligations under this Standard and the law;
- intervene quickly and appropriately when they become aware of inappropriate behaviour;
- act fairly to resolve issues and enforce workplace behavioural standards, making sure relevant parties are heard;
- help IGO personnel resolve complaints;
- ensure staff who raise an issue or make a complaint are not victimised;
- ensure that recruitment decisions are based on merit and that no discriminatory requests for information are made; and
- seriously consider requests for flexible work arrangements.



The Board, assisted by management, is responsible for devising and implementing strategies and initiatives to ensure that this Standard operates in a successful manner. This includes monitoring diversity and inclusion at all levels of the organisation and setting measurable objectives for promoting diversity and inclusion within IGO. The Board will review on an annual basis the measurable objectives for promoting diversity and inclusion within IGO and assess the progress towards the achievement of these objectives.

3.1 Unacceptable workplace conduct

Discrimination, bullying, harassment including sexual harassment, vilification and victimisation are unacceptable at IGO and will not be tolerated.

IGO will ensure that IGO personnel are treated with respect and that no person is discriminated against because of their race, gender or any other characteristic (including those set out in section 1 of this Standard).

3.2 Promoting Indigenous employment

IGO is committed to improving employment outcomes for Indigenous Australians. Our efforts are focused on:

- creating a culturally inclusive and safe work environment, through acknowledging and respecting cultural traditions, protocols and obligations;
- targeted recruitment strategies for Aboriginal and/or Torres Strait Islander people, including work placements, traineeships or mentoring programs, and specific initiatives and partnerships with Indigenous organisations to encourage Indigenous applicants; and
- retention and engagement, through induction programs, awareness and training for people managers, career pathways and development opportunities that acknowledge the diverse skillsets of Aboriginal and/or Torres Strait Islander people.

3.3 Recruitment

IGO believes it is important to its success that it is able to attract, develop, retain and motivate people, from the widest possible pool of available talent.

IGO will seek to identify and implement programs that will assist in the development of a broad and diverse pool of skilled and experienced candidates, identifying and eliminating areas of conscious or unconscious biases that might discriminate against certain candidates.

IGO is committed to fair hiring and recruitment practices. IGO is committed to ensuring all persons with appropriate experience, skills and qualifications, are considered equally during the recruitment process at all levels (including Board appointments).

IGO has set various criteria and procedures with the aim of ensuring:

- recruitment and retention campaigns include all and there is no discrimination or bias based on those set out in section 1 of this standard; and
- no discrimination or other bias when considering appointments.

Wherever possible, IGO will ensure that hiring decisions for senior positions within IGO are made by a mixed gender panel.



3.4 Unbiased development

In addition to general recruitment policies, it is the intention of IGO that all matters related to career development, including promotions, transfers and assignments, will be free from discriminatory practices by ensuring that selection for jobs and career progression is determined by personal merit, competency, qualifications and ability to effectively perform the role. IGO will ensure that all persons with appropriate experience and qualifications are considered equally when promotion or advancement opportunities for employees or directors arise.

3.5 Fair and comparable wages

IGO has set various criteria and procedures with the aim of ensuring fair and comparable wages, hours and benefits. IGO monitors performance evaluations so as to ensure they are non-discriminatory and merit based. All IGO personnel are required to act honestly and without bias when setting remuneration levels, and ensure that remuneration and other benefits are fair and equitable. IGO will at least annually undertake gender pay equity audits to gain an insight into the effectiveness of IGO diversity and inclusion strategies.

3.6 Family and domestic responsibilities

IGO recognises that IGO personnel at all levels of the organisation have family and domestic responsibilities. IGO will, where possible, adopt flexible work practices that will assist IGO personnel to meet their family and domestic responsibilities.

3.7 Measurable criteria

IGO will establish measurable objectives for achieving improvement in the diversity mix and inclusivity of the workforce.

IGO will report on these measurable objectives, in the Company's annual Corporate Governance Statement. While IGO is a "relevant employer" under the Workplace Gender Equality Act, IGO will also report on the measurement criteria set by the Workplace Gender Equality Agency on an annual basis.

3.8 Board composition

IGO will not discriminate when considering the nomination of new directors.

The Nomination and Governance Committee is responsible to the Board for ensuring IGO does not discriminate when considering the nomination of new directors. The Nomination and Governance Committee will ensure that Board performance reviews include consideration of diversity criteria as well as skills and qualities.

The Board has also introduced various policies, standards and charters which are designed to foster ethical and professional conduct such as the Code of Conduct, the Board Charter and the Nomination and Governance Committee Charter.

3.9 Training and awareness

IGO will ensure that all IGO personnel are aware of IGO's Code of Conduct and ensure that any individual who does not adhere to the Code of Conduct is dealt with appropriately and in accordance with the Company's disciplinary procedures. Appropriate action may include counselling, written warning or termination of employment.



All members of senior management will be required to attend induction training on this Standard and IGO personnel will be required to attend regular training and awareness updates on how to implement and adhere to this Standard, where identified as appropriate.

3.10 KPIs

Managers have a responsibility to make decisions based on merit and to encourage diversity and inclusion, acting as role models for best practice behaviours and a strong, diverse and inclusive culture.

IGO has key performance indicators for senior management to measure the achievement of diversity and inclusion strategies and will link part of senior management's remuneration (either directly or as part of a "balanced scorecard" approach) to the achievement of its diversity and inclusion strategies.

3.11 Grievance resolution

IGO has set various criteria and procedures with the aim of providing an effective grievance resolution mechanism for employees in the case of harassment and bullying in the workplace – see IGO's Discrimination, Harassment and Bullying Procedure.

IGO strongly encourages IGO personnel who believe they have been discriminated against, bullied, sexually harassed or victimised to take appropriate action by reporting the incident to a supervisor, executive leader or Board member.

To make a disclosure that qualifies under Australian whistleblower laws, refer to IGO's Group Governance Standard 5 – Whistleblower Standard.

IGO is committed to appropriate action where a complaint is raised. Any breach of this Standard will be dealt with seriously and may result in disciplinary action. IGO personnel found to have engaged in such conduct, may be counselled, warned or disciplined. Severe or repeated breaches may lead to formal disciplinary action including dismissal.

4. STANDARD REVIEW

This Standard will be reviewed annually by the IGO Board of Directors to check that it is operating effectively and whether any changes are required.

5. CONTACT DETAILS

If you have any questions, concerns or feedback about this Standard, you should contact the Company Secretary at: IGO Limited, PO Box 496, South Perth, WA 6191.

Phone: 08 9238 8300 Email: contact@igo.com.au, Attention: the Company Secretary

6. ADDITIONAL RESOURCES

To make an anonymous disclosure that qualifies for protection under Australian whistleblower laws, refer to IGO's Group Governance Standard 5 – Whistleblower Standard.

To speak to an Employee Assistance Program counsellor please call 1800 30 30 90.