

## Definitions

**Workplace Diversity** is the array of different identity groups in the working environment.

**Inclusion** in the workplace sense when diversity is actively sought, valued, and supported.

**Officer** means a person, however designated, who takes part in the management of Argosy's business and reports to the Board, or to a person who reports to the Board.

## Application

This policy applies to all directors and employees (including any contractor or consultant) of Argosy Property Limited (Argosy).

## Our commitment

Argosy is committed to achieving a diverse workforce and inclusive workplace practices in order to harness the business benefits of diversity.

Argosy does not tolerate discrimination.

Argosy recognises that a talented and diverse workforce, where each employee brings their own unique capabilities, experiences and characteristics to their work, is a key competitive advantage and that Argosy's success is ultimately derived from the quality and skill of our people.

Argosy is committed to seeking out and retaining the best talent to ensure top business growth and performance.

## Principles

Argosy's Values include treating all people with respect. We strive to create and foster a supportive and understanding environment in which all individuals realise their maximum potential within the company, regardless of their differences. We are committed to employing the best people to do the best job possible.

- Diversity & inclusion is essential to successfully achieving our strategic goals.
- We respect and value the potential contribution of each team member.
- We regard discrimination as unfair, unacceptable and illegal so we will not tolerate its active practice and are dedicated to eliminating its passive practice.
- We recognise our key role in educating employees about the business benefits of diversity & inclusion, how to recognise discrimination and know what action to take.
- We understand the importance of measuring progress on our diversity journey.
- We acknowledge and will address the key concepts of equal employment opportunities, equitable pay, flexibility & work life balance, accessibility, and cultural sensitivity & celebration amongst others.

## Objectives

The Board has set the following measurable objectives in relation to this Policy:

1. Staff composition by gender, age and ethnicity is presented to the Board bi-annually for review. Action will be taken to address concerns if they are raised.
2. At least one female candidate is included in the short list for every full-time employment, officer or director position being offered.
3. Gender and age statistics are disclosed in Argosy's Annual Report.
4. Diversity targets will be set by the Board and reported against annually.

The Board will assess annually both the measurable objectives and progress towards achieving them, ensuring appropriate disclosures on diversity are included in the Annual Report.

## Targets

Argosy's Board has set the following gender diversity targets for representation of women:

	Target
Board	33%
Officers	33%
All Employees	40%

## Roles and responsibilities

1. The Chief Executive Officer is responsible for developing and communicating this Policy.
2. The Board is responsible for reviewing and approving this Policy and setting objectives.
3. Managers are responsible for the day-to-day implementation, support for and monitoring of this Policy.
4. All employees are responsible for respecting the intent of this Policy.

## Procedures

1. Argosy will assess the diversity of its employees.
2. Management will report on diversity to the Board annually.
3. Argosy will provide adequate training for the Board and Managers about discrimination, unconscious bias and the business benefits of diversity.
4. Argosy will promote its position on discrimination and inclusion to all employees.
5. Employees should immediately report concerns about discrimination to their Manager, which will be dealt with in accordance with Argosy's normal disciplinary procedures.