



Altostratos Holdings Limited

Diversity Policy

1 Introduction

1.1 This policy:

- (a) supports the commitment of Altostratos Holdings Ltd (“**Company**”) to an inclusive workplace that embraces and promotes diversity; and
- (b) provides a framework for new and existing diversity-related initiatives, strategies and programs within the business of the Company and its controlled entities (“**Group**”).

2 Benefits of Diversity

2.1 Workplace diversity refers to the variety of differences between people in an organisation. Diversity encompasses gender, race, ethnicity, age, disability, cultural background and more.

2.2 The Company believes that embracing diversity in our workforce contributes to the achievement of our corporate objectives and enhances our reputation. It enables the Group to:

- (a) recruit and promote the right people from a diverse pool of talented candidates;
- (b) make more informed and innovative decisions, drawing on the wide range of ideas, experiences, approaches and perspectives that employees from diverse backgrounds, and with differing skill sets, bring to their roles;
- (c) better represent the diversity of all our stakeholders; and
- (d) more effectively support children and their learning.

3 Commitment to Diversity

3.1 The Group is committed to achieving the goals of:

- (a) providing access to equal opportunities at work based on merit; and
 - (b) fostering a corporate culture that embraces and values diversity.
- 3.2 The Company is an equal opportunity employer and welcomes people from a diverse set of backgrounds.

4 Objectives for Achieving Gender Diversity

- 4.1 The Board may determine to:
- (a) establish measureable objectives for achieving gender diversity; and
 - (b) and where such measurable objectives have been established, then review and assess, at least annually, both the measurable objectives for achieving gender diversity and the Company's progress in achieving them.
- 4.2 Where any such measurable objectives have been established by the Board, then the Board will disclose in the Annual Report for each relevant financial year both its objectives for achieving gender diversity and its progress in achieving those objectives (as appropriate).
- 4.3 To assist the Board to fulfil its responsibilities, the Nominations and Remuneration Committee will:
- (a) oversee a review of the relative proportions of men and women across the whole of the Group's organisation, in senior executive positions and on the Board, respectively;
 - (b) report to the Board on the findings of this review and its recommendations for the objectives to be set by the Board for achieving gender diversity, having regard to any gaps identified in the review; and
 - (c) report to the Board, at least annually, on the Company's progress in achieving the objectives set by the Board for achieving gender diversity.

5 Support for Gender Diversity

- 5.1 Currently, there are several different policies, programs and initiatives operating across the Group, which recognise and support gender diversity. These may be summarised as follows:
- (a) **Policies:** the Company has formal policies regarding unlawful discrimination and raising and escalating grievances and these policies are available to employees via the employee handbook.
 - (b) **Flexible work practices:** the Company is a strong advocate of flexible work practices where this is possible given the operational requirements of the business. At any given time, the Group has a number of staff working on a part-time basis following return to work from parental leave and the Company continues to support this policy. In addition, the Company is flexible in its response to requests for flexibility in working hours and extended leave without pay to assist employees to manage work and family responsibilities.
 - (c) **Parental leave programs:** The Group provides paid parental leave for eligible employees. All paid parental leave is in addition to statutory requirements and is available also in the case of adoption.

- (d) **Other policies and HR support channels:** The Group has policies to assist in performance-based progression and reward. There are also policies and support provided to assist employees to manage their work and family or community responsibilities.

6 Board Composition

- 6.1 The Company's Board Charter is framed to provide for the board of directors of the Company ("**Board**") to be of a size and composition that is conducive to making decisions expediently, with the benefit of a variety of perspectives and skills, and in the best interest of the Company as a whole rather than of individual shareholders or stakeholders.
- 6.2 The Board has established a Nomination and Remuneration Committee, which is responsible for making recommendations to the Board relating to the appointment and retirement of Directors. The Nominations and Remuneration Committee's full responsibilities are set out in its Charter (which is available in the governance section of the Company's website). They include, relevantly:
 - (a) assessing the necessary and desirable competencies of Directors;
 - (b) ensuring the Directors have the appropriate mix of competencies to enable the Board to discharge its responsibilities effectively;
 - (c) developing Board succession plans to ensure an appropriate balance of skill, experience and expertise is maintained; and
 - (d) considering the term served by Non-Executive Directors to ensure that, over time, new Directors are appointed to challenge existing approaches and to incorporate new ideas and energy.

7 Roles and Responsibilities

- 7.1 Every employee with the Group is responsible for supporting and maintaining the corporate culture of the Group, including its commitment to diversity in the workplace.

8 Questions

- 8.1 Any questions about this policy should be directed to your immediate manager in the first instance.

9 Review and Publication of this Policy

- 9.1 The Board will review this policy as often as it considers necessary to ensure the policy complies with any applicable legal requirements and remains relevant and effective to the Company.
- 9.2 This policy is not intended to be contractual in nature.
- 9.3 The Board may change this policy from time to time by resolution of the Board.
- 9.4 This policy will be made available on the Company's website and may be published in the annual report or a link to the governance section of the website provided.

Approved by the Board on 18 December 2018