

Diversity and Inclusion

Purpose

This policy defines the approach of Napier Port Holdings Limited (Napier Port) and each of its subsidiaries (the Napier Port Group) towards diversity and inclusion. It also identifies the responsibilities of the Board of Directors of Napier Port, the Senior Management team and all of the Napier Port Group employees.

Napier Port recognise the value of a diverse and skilled workforce. We are committed to embedding diversity and inclusion into our employment practices and all aspects of Napier Port.

We will endeavour to create and maintain a culture that fosters and promotes diversity and inclusiveness.

Definitions

Diversity refers to a range of differences among people, essentially, the visible and invisible dimensions which combine to make each individual unique.

Inclusion refers to an environment which encourages a range of different viewpoints and backgrounds.

The **Senior Management Team** refers to the Napier Port Group Chief Executive Officer, Chief Financial Officer and each General Manager who reports to the Chief Executive officer.

Responsibilities

Napier Port:

Napier Port will ensure commitment to diversity and inclusion extends to all areas of the business including:

- Recruitment and selection (merit based, encouraging diversity where possible but maintaining “right person for the role” approach).
- Remuneration (fair pay)
- Employment provisions (eg. Flexible work arrangements)
- Capability development
- Succession
- Strategic planning
- Cultural development

The Board, the SMT, Managers and Supervisors, Human Resources (and any other employees in roles which may impact the above processes) will collectively and individually treat all employees equally.

Napier Port will foster an environment which encourages a variety of different viewpoints and backgrounds.

Napier Port employees:

Napier Port employees will act in a way that supports diversity and inclusion, including the equal treatment of all employees.

Reporting and review:

The diversity of the board, Senior Management Team and the rest of the Napier Port Group will be reviewed annually against agreed metrics by the board. This information will be provided by Human Resources. Where necessary and appropriate, initiatives will be implemented to improve diversity.

Napier Port will make the appropriate disclosures on its diversity in the annual report.

Related Documents

Flexible working arrangements policy

Whistle blower policy

Remuneration Policy

Human Rights Act 1993

Employment Relations Act 2000

Recruitment and Selection policy

The Napier Port strategic plan