

# Inclusion and Diversity Policy

## Purpose

At My Food Bag, our aim is to cultivate an environment where all our employees enjoy coming to work and contributing to the collective success of the business. We are committed to creating an open workplace where every team member is welcomed, supported and inspired, and where diversity is celebrated.

At My Food Bag "diversity" means differences in race, nationality, gender identity, sexual orientation, belief system, age, physical ability, experiences, and social background. We seek to remove perceived or tangible barriers to becoming part of our team, treat everyone fairly and respectfully, and provide equal opportunities based on performance and potential.

## Principles

Our approach to inclusion and diversity focuses on race, nationality, gender identity, sexual orientation, belief system, age, physical ability, experiences, and social background. The activity we undertake across these areas of focus is aligned to the following principles:

- encouraging diversity of our workforce at all levels;
- creating a flexible and inclusive work environment that values difference and enhances business outcomes;
- leveraging diversity of thought and capitalising on individuality;
- ensuring the behaviour of our leaders reflects our values;
- attracting and retaining a workforce of talented people through establishing a recruitment strategy that is fair and open-minded, and treating our employees with respect; and
- ensuring our people feel safe by having zero tolerance for bullying and harassment.

## Application

Our diversity and inclusion principles will be practically implemented across our business by:

- providing training and education that raises employee awareness of inclusion and diversity and associated benefits;
- ensuring our recruitment, development and management approaches enable inclusion and diversity at all levels;
- ensuring our people receive fair and equitable pay and benefits;
- enhancing processes and policies to encourage greater flexibility and diversity;
- entrenching inclusion and diversity in our culture through engaging internal communications and events;
- regularly tracking progress against targets; and
- having zero tolerance for harassment, discrimination or victimisation.

This policy applies to all people within the My Food Bag group, including our directors, senior managers, employees, contractors, and guests.

## **Review and Measurement**

Under the Board Charter the Board is responsible for:

- ensuring that it has the skills, experience, knowledge, diversity and perspective to fulfil its purpose and responsibilities;
- ensuring that succession and development plans are in place for the Senior Leadership Team to ensure the right mix of skills, experience, knowledge, diversity and perspective for the future; and
- promoting and cultivating a corporate culture which celebrates diversity and inclusion.

The Board is also responsible for establishing measurable objectives for achieving diversity which reflect the principles set out in this policy and which address, at a minimum, gender diversity.

The Chief Executive Officer will lead the implementation of this policy through programmes that encourage inclusion and diversity and will provide regular reports to the Board on how we are performing.

Each year My Food Bag will:

- review the effectiveness and relevance of this policy;
- look at inclusion and diversity metrics across all levels of the organisation to identify areas for improvement;
- provide a summary of inclusion and diversity related programmes undertaken and planned; and
- provide an evaluation of My Food Bag's performance with respect to this policy, including the progress towards achieving the measurable objectives.

## **Policy Review**

The Board will review this policy as required and at least every two years.

Last reviewed: 17 March 2025

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