



# Diversity and Inclusion Policy

[www.monashivfgroup.com.au](http://www.monashivfgroup.com.au)

Monash IVF Group Limited  
Pelaco Building 1  
Level 1, 21-31 Goodwood Street  
Richmond VIC 3121 Australia

E [groupenquiries@monashivf.com](mailto:groupenquiries@monashivf.com)  
T +61 3 9420 8253

ABN 90 169 302 309

## 1. Introduction

### 1.1 Purpose

Monash IVF Group recognises that its business success is a reflection of the quality of its workplace. As such, we are committed to an inclusive culture which values diversity of thought, opinion and background and recognises that embracing this diversity helps us build a competitive advantage. Monash IVF Group commits to providing employees with equal access to opportunities and resources.

This policy describes Monash IVF Group's approach to diversity and inclusion and how diversity and inclusion are promoted and embedded in our workplace.

### 1.2 Diversity and Inclusion Policy Statement

Monash IVF Group is committed to promoting a genuine culture of diversity and inclusion by embracing the inherent value of differences between people and the contributions these people make to our business. These differences can include gender, gender identity, language, ethnicity, age, religion, disability and sexual orientation.

Monash IVF Group values and is proud of its strong diverse and inclusive workforce and is committed to supporting and further developing this through attracting, engaging and retaining diverse talent.

Above all we are committed to ensuring that all employees are treated fairly and with respect.

---

## 2. Key Principles

### 2.1 Benefits of a Diverse and Inclusive Workplace

Monash IVF Group believes that fostering a culture that embraces inclusion and diversity will:

- a) Facilitate more creative and innovative solutions in achieving our objectives if our employees feel safe and confident to contribute their ideas and perspectives.
- b) Make Monash IVF Group attractive to potential employees and increase retention of talent.
- c) Lead to a diverse workforce that has a better understanding of each other, our customers, suppliers and communities with which we work.

## 2.2 Strategies

Monash IVF Group is committed to providing a culture which is inclusive and embraces diversity. This policy and subsequent Diversity and Inclusion Plan (embracing D&I at Monash IVF Group) aims to ensure that our practices promote a diverse and inclusive workplace by implementing policies and strategies that:

- a) are sensitive to and informed by the needs of individuals from diverse backgrounds;
- b) are responsive to the particular circumstances of the individual;
- c) promote recruitment from a diverse, qualified group of candidates to encourage diversity of thinking and perspective;
- d) promote the principles of merit and fairness when making decisions about recruitment, and other employment activities;
- e) ensure an overall transparent process for the review and appointment of Employees;
- f) foster a culture that encourages collaboration, flexibility and fairness to enable all employees to contribute to their potential;
- g) ensure that our employees understand their responsibility for promoting diversity and inclusion.

## 2.3 Key Initiatives and Programs

Monash IVF Group aims to introduce and / or maintain the following programs and initiatives to assist with improving diversity and inclusion within the organisation:

- a) Professional development programs in non-discriminatory recruitment practices provided for employees involved in recruitment activities.
- b) Professional development programs in areas of diversity and inclusion provided at all levels of the organisation.
- c) Policies that encompass flexible work arrangements promote work/life balance and return to work programs while balancing the organisation's operational requirements and ability to provide quality patient care.
- d) Mentoring programs established; and
- e) Networking opportunities.

## 2.4 Responsibilities

- a) Responsibilities of Employees
  - Contribute to promoting a workplace that values diversity and inclusion by valuing and respecting other' differences.
  - Treat others fairly and respectfully.
  - Demonstrate appropriate and acceptable standards of behaviour and conduct at all times.
  - Comply with Monash IVF Group's policies.

- Complete all compulsory training and refresher training.
- b) Responsibilities of Managers
- Model and encourage desired behaviours in relation to diversity and inclusion principles and practices.
  - Ensure recruitment activities are completed in a transparent and consistent manner and without bias.
  - Provide employees with equal opportunity to available jobs, suitable flexible working arrangements and training and development opportunities.
  - Provide all employees with equal access to fair, prompt and confidential processes to deal with complaints and grievances.
  - Demonstrate and active commitment to diversity and inclusion in the workplace.
- c) Responsibilities of Monash IVF Group
- Promote the values of a diverse and inclusive workplace
  - Ensure that the commitment to a diverse and inclusive culture is considered and reflected in strategic plans, policies and practices.
  - Provide information, advice and support to managers on diversity and inclusion issues.
  - Respond to complaints and grievances and conduct investigations where necessary.

## 2.5 Measurable Objectives

Monash IVF Group sets and implements measurable objectives for diversity, with the view of progressing diversity in the composition of the Board, Senior Executives and the workforce generally including gender diversity.

Performance against these objectives and Monash IVF Group's progress under this policy more broadly will be reviewed annually by the Remuneration and Nomination Committee (or such other committee as nominated by the board).

In accordance with the ASX Corporate Governance Principles and Recommendations (4th Edition), the board will include in the Corporate Governance statement each year;

- the details of the measurable objectives set by the board for each reporting period; and
- a summary of the Company's progress towards achieving those measurable objectives.

The measurable objective for achieving gender diversity in the composition of the board shall be to have no less than 30% of its Directors of each gender and no less than 30% of Senior Executives (defined by the KMP and Executive Leaders as direct reports of the CEO) of each gender within a specific period.

## 2.6 Communication

In order to promote transparency and accountability and to further the objectives of this policy the Monash IVF Group will:

- a) post a copy of this policy or a summary of it on its website and intranet; and
- b) disclose a copy of the policy or a summary of it in the Company's annual report.

## 2.7 Compliance Requirements

The Company is committed to meeting its obligations with respect to "Diversity" under the ASX Corporate Governance Principles and Recommendations (4th Edition) (ASX Recommendations) and any other applicable regulatory requirements, including by:

- a) establishing this policy
- b) disclosing
- c) establishing and disclosing the measurable objectives for achieving gender diversity and the Company's progress in achieving them (pursuant to ASX Recommendation 1.5
- d) disclosing this policy or a summary of it on the Monash IVF Group website, intranet and corporate governance statement or in its annual report (pursuant to ASX Recommendation 1.5);
- e) disclosing the measurable objectives and progress in achieving them in its corporate governance statement and/or annual report (pursuant to disclosing the proportion of men and women directors on the Board, in senior executive positions and across the entire Company, in its annual report.

The Company Secretary is responsible for ensuring that the Company meets its compliance and reporting obligations referred to above.

## 2.8 Accountabilities

The Board is ultimately accountable for this policy.

The Managing Director/CEO and members of the Executive team are responsible for the implementation of this policy and monitoring compliance with it. The Chief People & Culture Officer and Company Secretary being responsible for the administration of the policy (including in relation to reporting to the Board, or its relevant Board committee as appropriate).

---

## 3. Other Matters

### 3.1 Overriding Principles

Nothing in this policy will be taken, interpreted or construed so as to endorse:

- a) the principal criteria for selection and promotion of people to work within the Monash IVF Group being other than their overall relative prospect of adding value to the Monash IVF Group and enhancing the probability of achievement of the Company's objectives;
- b) any discriminatory behaviour by or within Monash IVF Group contrary to the law, or any applicable codes of conduct or behaviour for Monash IVF Group and its personnel; and
- c) any existing person within Monash IVF Group being prejudiced by this policy in their career development or otherwise, merely because their diversity attributes at any time may be more, rather than less, common with others.

### **3.2 Adoption of Policy and Board Review**

This Policy was adopted by the Board on 6th August 2018 and takes effect from that date and replaces any previous policy in this regard.

The Board will review this Policy periodically. The Chief People & Culture Officer will communicate any amendments to Employees as appropriate policy in its absolute discretion.

### **3.3 Amendment of Policy**

The Monash IVF Group may discontinue or amend any part or the whole of this policy from time to time at its absolute discretion. This Policy can only be amended with the approval of the Board.