

DIVERSITY AND INCLUSION POLICY



1 INTRODUCTION

- 1.1 At Ikeja Electric (IE), we encourage a diversified workforce made up of high-performing professionals from varied backgrounds, contributing innovative solutions to the success of the organization and power/energy sector. To achieve this, we strive to create an environment that is open, inclusive and collaborative.
- 1.2 As a team-based entity, it is crucial to the success of our business that a healthy sense of belonging pervades the system and all employees understand that their ideas and contributions are welcome to attain optimal performance of company objectives.
- 1.3 We know that embracing diversity is not just the smart thing to do but leveraging all of these backgrounds and experiences ensures that each person brings unique perspectives and broadens our capability.
- 1.4 IE will not support the discrimination of customers or the public in the delivery of its services.

2 PURPOSE

- 2.1 The intended objectives of this Policy are to:
 - 2.1.1 Attract, retain and motivate employees from the widest possible pool of talent;
 - 2.1.2 Create a positive and supportive working environment for all staff and customers.
 - 2.1.3 Protect employees from being discriminated against because of certain characteristics (i.e. age, sex, gender, race, nationality, religion, sexual orientation, cultural background, marital or family status etc.) that apply to them.
 - 2.1.4 Promote equality, fairness and respect for all in our employment
 - 2.1.5 Promote the diversity of the workforce while eliminating discrimination.
 - 2.1.6 Foster a culture that reflects our values of Safety, Professionalism, Integrity, Discipline Commitment to Stakeholders, Exceptional Service Delivery and Sustainability;
 - 2.1.7 Improve innovation, creativity and inspire critical thinking;
 - 2.1.8 Create a dynamic environment that leads to higher performance, well-being, greater employee engagement, satisfaction; and
 - 2.1.9 Improve the connection between our people and the community we serve.

3 SCOPE & APPLICABILITY

- 3.1 This Policy applies to all employees including senior management and the Board of Directors of IE. Our contractors and consultants are also encouraged to adopt same in the course of any business relationships with IE.
- 3.2 It is an expectation that all employees familiarize themselves with this Policy
- 3.3 This Policy may be reviewed by the Board from time to time as deemed necessary.

4 DIVERSITY

- 4.1 Diversity seeks to embrace differences in backgrounds, views, approaches, perspectives, methods, qualifications etc. It tries to foster a culture where everyone is treated equally irrespective of these differences and gives a chance to those who seem disadvantaged. It encompasses diversity in sex, gender, age, race, nationality, religion, sexual orientation, cultural background, marital or family status etc., thereby ensuring that no one is discriminated against or harassed based on any of the above.
- 4.2 IE is committed to supporting and ensuring a diverse work environment in which everyone is treated fairly and with respect.

5 GENDER EQUALITY

- 5.1 IE has a strong commitment to gender diversity and the fundamental principle that gender is not a barrier to participation in its workforce, management, senior executive and on the Board of directors of IE ("Board"). IE's management is committed to providing opportunities that allow women to reach their full potential.
- 5.2 IE is committed to promoting a culture that embraces gender equality at all stages of the employment cycle, starting from recruitment and selection processes.
- 5.3 To promote greater equality, IE will ensure where possible that the pool of potential available talent is nurtured and developed effectively. Early identification and development of female talent is clearly of significant importance in ensuring that there are appropriately qualified and experienced women for consideration when positions become available. IE aims to grow the number of women performing senior roles and to create programs that prepare women to assume senior roles within the business.

6 BOARD AND SENIOR EXECUTIVE DIVERSITY

- 6.1 At IE, gender diversity, experience and readiness for roles are important criteria we take into account in developing our succession plans and appointment processes for our Board and senior executive positions.
- 6.2 However, other selection criteria, in particular business acumen and industry experience, are also fundamentally important. A working group will report to the Board regarding our succession plans and appointment processes with the aim of achieving our diversity objectives, in particular regarding the number of women in senior executive positions and on the Board.

7 SUPPORTING POLICIES

- 7.1 IE's approach to diversity is supported by a range of policies and procedures, including:
 - 7.1.1 **Code of Conduct** – IE is committed to not only complying with its legal obligations, but also acting ethically and responsibly. Our Code of Conduct sets out the minimum standards of behaviour and conduct expected of all IE employees, contractors and consultants.
 - 7.1.2 **Equal Employment Opportunities** – IE is committed to maintaining a supportive, healthy and productive work environment, free from unlawful discrimination, harassment, bullying or victimization and to maintaining appropriate federal legislative commitments.

- 7.1.3 **Leave Policy** – A range of leave options are available to IE employees to ensure they have appropriate options for time off work. These include annual leave, casual leave, compassionate leave, maternity leave, paternity leave, sick leave, exam leave, etc.
- 7.1.4 **Bullying, Harassment and Discrimination** – IE is committed to creating an environment that is free from bullying, harassment, discrimination and victimization. IE is committed to supporting and maintaining a healthy and safe workplace which promotes the physical and mental wellbeing of its employees.
- 7.1.5 **Learning and development opportunities** – To support its employees to reach their full potential, IE offers a range of internal learning and development opportunities as well as support for employees to undertake additional study, relevant to their position.
- 7.1.6 **Career Management Policy** – To support staff have rewarding careers, IE provides a range of processes and support structures to facilitate and manage the careers of employees throughout their employment in the company.
- 7.1.7 **Whistleblowing Policy**- IE provides platforms to encourage employees confidentially disclosure any concern encountered in the workplace relating to a perceived wrongdoing which may have implications for staff, customers, third parties or the organization.

8 HOW IE PROMOTES DIVERSITY

- 8.1 IE aims to leverage the competitive edge that diversity provides by:
 - 8.1.1 Striving to create an inclusive environment respectful of all cultural backgrounds and beliefs, including by recognizing and celebrating various multicultural events across the business;
 - 8.1.2 Fostering a culture which supports and respects the values and needs of all individuals, regardless of their age;
 - 8.1.3 Considering ability and not disability when employing and promoting employees as well as aiming to create a physical and cultural environment which supports participation and reasonably accommodates special needs;
 - 8.1.4 Ensuring recruitment and selection processes across all levels of IE are structured so that a diverse range of candidates are considered;
 - 8.1.5 Opposing and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, disengagement, leave benefit, recruitment, promotion, training or other developmental opportunities
 - 8.1.6 Actively reviewing IE's recruiting practices, policies and procedures to reduce bias, on a regular basis;
 - 8.1.7 Implementing programs that:
 - a. are provided in a way that maximize fair and equitable access to all employees and seek to ensure that employees are aware of their responsibilities in relation to equal opportunity and diversity; and
 - b. assist in the development of a broader and more diverse pool of skilled and experienced employees and that, over time, will prepare them for senior management and board positions; and

- 8.1.8 In support of Gender Equality, to set targets for the number of women in management and senior leadership positions to ensure accurate and fair representation.
- 8.1.9 Take seriously complaints of bullying, harassment, victimization and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities. The Company therefore provides independent platforms e.g. Whistleblowing Policy to encourage confidential disclosure of unfair or unethical practices. Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures, and any appropriate action will be taken. To encourage confidential disclosure

9 IMPLEMENTATION AND MEASURABLE OBJECTIVES

- 9.1 The Board and Management believe that this Policy contributes to achieving IE's corporate objectives and embeds the importance and value of diversity at IE.
- 9.2 The Board will review and approve measurable objectives for diversity, including gender diversity, across, and at various levels of, the company.
- 9.3 The Human Resources Department will:
 - 9.3.1 Make recommendations to the Board regarding the measurable objectives;
 - 9.3.2 Annually assess the objectives set by the Board and the progress in achieving them;
 - 9.3.3 Review and monitor the effectiveness of this Diversity and Inclusion Policy, publication of this Policy and progress being made;
 - 9.3.4 Annually review the proportion of women who are employed by IE as a whole, in senior management positions and on the Board, and submit a report to the Board outlining its findings; and
 - 9.3.5 Oversee the implementation of initiatives outlined in and arising from this Policy.
 - 9.3.6 IE will provide information in its annual report regarding:
 - a. The key features of this Policy;
 - b. The measurable objectives for achieving gender diversity and IE's progress towards achieving them; as well as the proportion of women employees at IE, in senior executive positions and on the Board.

10 REVIEW AND PUBLICATION OF THIS POLICY

- 10.1 The Board will review this Policy from time to time. This Policy may be amended by resolution of the Board of Directors.