

Equality, Diversity and Inclusion Policy

Our employees are our most important asset. At Yordas, we aim to **drive equality, embrace diversity and cultivate inclusion**. We encourage a workplace that's equal, diverse, and inclusive that not only can increase employee morale but also our business reputation. The collective sum of the individual differences, life experiences, unique capabilities and skills that our employees invest in their work greatly contributes to our corporate culture and achievements.

Yordas is committed to fostering a corporate culture embedded in equality, diversity and inclusion in the workplace. While our core values determine how we interact, it is the everyday actions that are the tangible demonstrations of our commitment to live up to these values. Our commitment extends to all areas of our business, including but not limited to:

- Recruitment
- Career progression
- Professional development
- Employee retention
- Flexible work arrangements
- Forms of leave available to employees
- Policies and procedures
- Leadership team appointments
- Succession planning

Yordas' approach to equality, diversity and inclusion is based on the following principles:

Drive equality

We are an equal opportunities employer and do not discriminate on the grounds of gender, sexual orientation, marital or civil partner status, pregnancy or maternity, gender reassignment, race, colour, nationality, ethnic or national origin, religion or belief, disability or age. We aim to remove barriers to ensure all employees and stakeholders have fair and equal access to opportunities and services.

Embrace diversity

We respect and value individual differences. We recognise everyone's individual characteristics and will appoint, train, develop and promote employees based on their merit and abilities. We are committed to attracting diverse applicants through a recruitment process that is inclusive and free from bias.

Cultivate inclusion

We are committed to cultivate an inclusive and accessible workplace where all team members feel valued, safe, respected and supported.

We implement these principles by:

- Showing respect and recognition of others
- Encouraging respectful and inclusive communication
- Cultivating participative decision-making and problem solving processes
- Valuing the differences and diversity in our employees, partners, etc

- Eliminating unfair and inappropriate barriers
- Making reasonable adjustments for disabled employees
- Promoting a healthy work/life balance through flexible work schedules to accommodate employee's needs
- Offering all staff appropriate diversity and inclusion training
- Ensuring compliance with regulations
- Ensuring diversity and inclusion in the recruitment process
- Having a zero tolerance for inappropriate behaviour, such as intimidation, discrimination or harassment

All Yordas employees are responsible for implementing the principles of this policy at all times. Mandatory equality, diversity and inclusion training is offered to all employees annually to enhance their knowledge related to this policy and associated responsibilities. Any employee found to have inappropriate conduct may be subject to disciplinary action.

The Board of Directors is responsible for monitoring the effectiveness of this policy, to ensure its implementation and to review and update it as and when necessary.

Supporting Policies and Programs in the following corporate documentation:

- Staff Handbook
 - Equal Opportunities Policy
 - Anti-harassment and bullying policy
 - Flexible working policy
 - Grievance procedure
 - Disciplinary procedure
- Corporate Social Responsibility Handbook



Jonathan Lutwyche,

CEO

Yordas Limited

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