
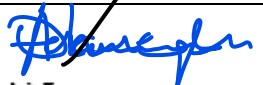
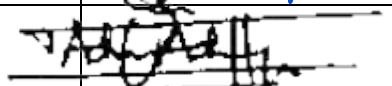


# EMPLOYEE DIVERSITY POLICY

## Reviews & Approvals

This Employee Diversity Policy document has been reviewed and approved by the undersigned:

| Designation                                  | Signature   | Date           |
|--|---|----------------|
| Chairman, Signal Alliance Technology Holding |  | 15/7/2022      |
| Group Executive Director                     |   | 14th July 2022 |
| Group Head, Human Resources                  |  | 13th July 2022 |

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## **1. INTRODUCTION**

Workplace diversity refers to the variety of differences amongst people in an organization. Signal Alliance Technology Holding (SATH) is an organization that has collective representation of people coming with individual differences in thoughts, personality, unique capabilities and talent that they bring to work. It is also crucial that each and every employee of SATH feels important, respected, included and engaged as we assimilate people with differences which may include but not limited to nationality, geography, ethnicity, gender, age, physical abilities, family status, religious beliefs, perspective, experience or other ideologies. While we strongly appreciate diversity in all forms, achieving gender balance and geographical fairness is a priority for us.

## **2. POLICY PURPOSE**

Signal Alliance Technology Holding (SATH) is committed to the cause of promoting diversity and inclusion within the organization and in larger communities who we partner with. Our objective is to achieve gender parity and geographical balance across all levels. This employee diversity policy shall help us to provide guidance and measurement towards bridging the potential diversity gaps within the organization and its subsidiaries.

## **3. SCOPE**

This policy applies to all categories of employees in SATH or any of its subsidiary companies, as well as other categories of persons as may be applicable from time to time.

## **4. POLICY STATEMENTS ON DIVERSITY**

We are committed to recruiting, retaining and promoting highly talented individuals to further the Group's strategic goals. The objectives there include:

- 4.1. Employing best practices with regards to diversity and inclusion initiatives
- 4.2. Providing an environment of equality and respect for all employees
- 4.3. Not discriminating against any employee on the basis of their gender, age, disability, ethnicity, family status, religious beliefs and abilities
- 4.4. Operating in accordance with all relevant legislation in the jurisdictions we operate in
- 4.5. Ensuring fairness and avoiding unlawful discrimination in matters including remuneration, employment terms and conditions, promotions, training and development opportunities

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- 4.6. Promptly and fairly dealing with complaints of harassment, bullying, or unlawful discrimination by employees, customers, suppliers and other stakeholders in the course of the Group's activities;
  - 4.7. Reviewing the Group's employment policies and practices to promote fairness and address gender bias and underlying barriers to achieving gender balance
  - 4.8. Building leadership capability by providing equal opportunities for training and development of staff, as required, to harness their full potential
  - 4.9. Providing equal opportunities for all employees in respect of career progression

## **5. SATH'S RECRUITMENT PROCESS AND DIVERSITY**

- 5.1. At SATH, we will ensure that diversity and inclusion is integrated into recruitment, talent development, advancement, and retention. A conscious effort will be made to attract applicants from different diversity dimension groups to achieve and maintain a workforce that shows diversity across levels and functions.
- 5.2. For our Internship Programs, which serves as our one-time largest entry recruitment, we will use our best endeavours to ensure gender and regional diversity across the geo-political zones in the country. This will be achieved without prejudice to merit and competence of selected applicants.
- 5.3. Where there is a perceived or clear imbalance within a department either by gender or ethnicity, the business shall as much as possible, use the internship placement to correct such anomalies in order to derive a good blend and balance.

## **6. GENDER DIVERSITY AND ENFORCEMENT**

The diversity and inclusion initiatives shall be measured year on year.

Each year, it is expected that female diversity ratio shall not be **less than 35%** of the staff population, subject to reviews from time to time. In addition, for any given internship recruitment, no region of the country must have more than **50%** of the total intakes for the year. The following shall also serve as guide for measuring gender diversity in the business:

- Percentage of women to men in the management team
- Percentage of women recruited during the year
- Percentage of total full time female employees across the group.

The HR department shall drive compliance on all diversity related matters and shall ensure that the right shape of diversity is achieved.