

DIVERSITY POLICY

1 **Purpose**

Our focus is to provide an inclusive work environment where people are valued, have equal access to opportunities and are supported. To achieve this environment we promote and embrace a workforce that respects diversity. We recognise a diverse workforce provides a wide range of perspectives, innovation, employee engagement and improved operational performance which is what drives our business success. As a business, we are committed to achieving diversity and we have a formal strategy in place to work towards achieving a more gender diverse workforce.

2 **Scope**

This policy applies to all carsales employees, contractors and volunteers.

3 **Recruitment and Succession Planning**

Our recruitment strategy is focused on attracting and hiring highly skilled and professional people for roles from a diverse pool of qualified candidates. We also focus on evolving our employment brand to ensure we are attracting a broad range of applicants.

We have a number of strategies in place to ensure our commitment to this merit-based appointment process such as advertising all of our available positions to give equal access to available roles, evaluating job advertisements for gender bias and working with external agencies to ensure they are providing us a diverse shortlist of candidates.

We also encourage you to extend available roles to your own network through our employee referral program. For more information on this program please refer to the Recruitment Policy.

4 **Retention, Career Development and Performance**

We work hard to retain and develop our brightest talent by equipping them to advance their career through an array of development opportunities. We invest in training and development programs to help grow and develop talent within the business such as our Mentor Program, Buddy Program and CEO Scholarship Program. We also offer an Emerging Leaders Program, which is a program aimed to invest in the development of our female talent within the business. Our training and career development initiatives are always evolving so please refer to the company intranet. A fair view on identifying talent and succession planning is important to us and we invest in Unconscious Bias training for all of our managers to ensure which helps our people managers understand unconscious bias and the role it plays in the decisions we make every day. In line with our recruitment policy, we have a merit-based Although our leaders are expected to provide feedback and coaching to their teams all year round, we also conduct formal annual reviews. Through this process, we are able to

review our talent within the business to ensure continuous development and that everyone has been given equitable access to coaching, up skilling and development opportunities.

5 Equal Opportunity

Equal Opportunity creates a positive and diverse culture for our people to grow, develop and collaborate. We want our team to see their position with us as more than just a job. To demonstrate our commitment we have equal opportunity outlined in our Code of Conduct. All employees are also required to participate in equal opportunity training annually as part of being a member of the carsales team.

6 Flexibility

We believe workplace flexibility is paramount to retaining and attracting talent and we support our people in meeting their work/life balance needs.. Our goal is for everyone to feel comfortable asking for flexibility and to know that we will review it fairly and equitably whilst balancing the business needs.

7 Commitment to Gender Diversity

Gender diversity is an important factor in our business as it promotes improved decision making, creativity and leads to better overall performance. Our focus will always be to ensure that we have a balance and fair representation of women in our workforce, including our senior levels of management and the Board.

We have a formal gender diversity strategy in place and are committed to achieve gender equality. In recognition of our strategy, carsales have achieved the Workforce Gender Equality Agency Employer of Choice citation every year since 2015. As part of this strategy we are also participating in the White Ribbon Accreditation Program. The White Ribbon Australia Workplace Program is a world first accreditation program that provides organisations, leaders and people with the tools to be able to respond to incidents of violence against women, whether they occur inside or outside the workplace. Through this program, carsales is committed to continuing to fostering a zero tolerance environment.

8 Consultation

We seek ideas and suggestions from our people on how we can continue to improve diversity. We do this through a number of approaches such as through the Employee Opinion Survey and Discussion Groups. We also regularly analyse internal data to ensure any diversity discrepancies are addressed and actioned.

In addition, we have a formal grievance procedure to ensure that our people understand the process and feel free to raise concerns. This ensures we have a fair and consistent approach across the business.

In 2016 we created a Diversity and Inclusion Council open to anyone in the business to get involved in making a difference and inform the company's Diversity strategy.

9 Values and Behaviours

The company values and behaviours as outlined in the carsales Code of Conduct. These values form part of every role and are guidelines for how we are expected to behave 'carsales' way.

10 Corporate Governance

The carsales Board has set measurable objectives annually for achieving gender diversity and our progress towards them. The Board's remuneration and nomination committee oversees and reviews the gender diversity of our workforce at all levels of the company in accordance with our gender diversity objectives. At a minimum, the Board will formally review the progress towards achieving our diversity objectives on an annual basis and ensure appropriate disclosure in the annual report.

Document and Version Control

Version	Date	Author	Approval	Review Date
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