



QMS MEDIA LIMITED
("Company")

Diversity Policy

Introduction

- 1 The Company is committed to an inclusive and diverse workplace and acknowledges the positive outcomes and benefits which can be achieved through embracing a diverse workplace including the ability to attract, retain and motivate directors, officers and employees from the widest possible pool of available talent.
- 2 The Company values, recognises and respects the unique contributions of diverse skills, talent, experiences, backgrounds and perspectives and how this enhances its ability to grow as an organisation. In order to have a proper functioning and diverse workplace, discrimination, bullying, harassment, vilification and victimisation cannot and will not be tolerated.
- 3 For the purpose of this policy diversity includes gender, age, ethnicity, family status, cultural background, sexual preference, disability and mental impairment.
- 4 This policy applies to all directors, employees and all people who work at the Company.

Objectives

- 5 The Company aims to ensure that:
 - (a) its culture at all levels supports all aspects of diversity, while maintaining commitment to a high performance culture;
 - (b) recruitment, selection and promotion practices are appropriately structured to attract and consider a diverse range of candidates and avoid any conscious or unconscious bias;
 - (c) its programs and processes are designed to develop a more diverse pool of employees;
 - (d) its programs and processes support domestic responsibilities;
 - (e) equality is at the forefront of conscious behaviours and action is taken against discriminatory behaviours; and
 - (f) objectives are set on an annual basis to improve diversity and measure such improvement.

Responsibilities

- 6 The HR Manager will monitor, review and report in writing to the CEO against the objectives set by the Board on an annual basis. The CEO will in turn report to the Board.
- 7 The Company's Annual Report will contain details of the objectives and the progress made against them.

8 All directors, employees and all people who work at the Company are responsible for implementing the policy and seeking to achieve the objectives.

Review of Policy

9 This policy will be reviewed regularly by the Board having regard to the changing circumstances of the Company.

Disclosure

10 The Company will:

- (a) publish this policy on its website;
- (b) publish progress in achieving its policy objectives on its website and in its annual report including the respective proportion of men and women on the board of directors, in senior management positions and the gender equality indication as described in the *Workplace Gender Equality Act 2012*.

Date: 10 April 2015