Diversity & Inclusion Policy

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Table of contents

1. INTRODUCTION 3
2. POLICY 3
3. OBJECTIVES 3
4. RECRUITMENT, SELECTION AND PROMOTION 4
5. CAREER DEVELOPMENT AND PROMOTION 4
6. FLEXIBLE WORK ARRANGEMENTS 4
7. LEARNING AND DEVELOPMENT 5
8. MONITORING AND REPORTING 5
9. REVIEW 5
10. DOCUMENT INFORMATION 6
10.1 VERSION HISTORY 6
10.2 REFERENCE DOCUMENTS 6

Company information table

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References within this document

Within this document, a reference to Genworth or 'the Company' refers to Genworth Mortgage Insurance Australia Limited and its subsidiary companies.

References to the Board are to the Boards of Directors of Genworth and its subsidiary companies unless a specific Board is specified. All References to amounts are in Australian Dollars (AUD).

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1. Introduction

(a) This Diversity and Inclusion Policy is applicable to Genworth Mortgage Insurance Australia Limited, Genworth Financial Mortgage Insurance Pty Limited and Genworth Financial Mortgage Indemnity Limited, (together the Company)

(b) This is a policy approved by the Board of the Company (the Board) in relation to promoting and maintaining diversity and inclusion in the Company. This policy applies to all employees, directors, senior executives, officers of the Company

(c) The Remuneration and Nominations Committee is responsible for overseeing implementation of this Policy and for ensuring that the Policy applies to identifying and selecting new Directors

(d) The Chief Executive Officer of the Company is accountable to the Remuneration and Nominations Committee for ensuring this policy is implemented throughout the company's workforce. Senior executives and all employees involved in recruitment are expected to ensure this policy is implemented and integrated into all activities of the Company

(e) This policy does not replace or limit equal employment opportunity and anti-discrimination regulatory requirements or authorise or require any departure from them.

2. Policy

(a) The Company recognises that a talented and diverse workforce operating in an inclusive environment is a key competitive advantage and the Company's success is a reflection of the quality and skills of its people.

(b) The Company is committed to promoting a workplace that recognises and embraces the skills, characteristics and experiences that people bring to the Company through, among other things, their age, carer responsibilities, cultural background, disability, ethnicity, gender, life experience, nationality, religion and sexual orientation.

(c) The Company strives to create an inclusive environment based on mutual respect, which creates a sense of belonging and allows everyone to fulfil their potential regardless of their background.

(d) The Company recognises the many benefits arising from workplace diversity and inclusion. Drawing our workforce from a diverse candidate pool allows us to recruit the best talent to improve our business performance and deliver our strategy. The promotion of diversity and inclusion encourages greater innovation, improves the Company's corporate image and reputation, enhances employee engagement and retention, and creates value for our customers and shareholders and other stakeholders.

3. Objectives

The objectives of this policy are to:

(a) identify and remove any barriers to diversity which may exist within the Company to create a workplace culture of inclusion;

(b) appreciate and respect the unique diversity that each individual brings to the workplace;

(c) actively promote a culture of respect, trust and empowerment;

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(d) actively monitor and report on recruitment, promotions and turnover, particularly in relation to gender diversity, to attract and retain a skilled and diverse workforce;

(e) create and maintain a safe work environment by taking action against inappropriate workplace behaviour (such as discrimination, bullying and harassment) in accordance with the Company's Code of Conduct and Workplace Standards Policy;

(f) facilitate equal employment opportunities based on an unbiased view of ability, performance and potential;

(g) develop flexible work practices to meet the different needs of our employees;

(h) maximise customer service and market reputation by developing a workforce that respects and reflects the diversity of our customers and shareholders;

(i) undertake diversity and inclusion initiatives and measure their effectiveness;

(j) promote diversity and inclusion through the Company's actions and interactions; and

(k) provide diversity and inclusion education, training and mentoring programs.

4. Recruitment, selection and promotion

(a) The Company will ensure that recruitment, selection and promotion processes at all levels in the Company, including at the Board level, are designed to support a workplace which values diversity and avoids unfair discrimination.

(b) The Company will ensure that:

i. recruitment, selection and promotion are based on merit, to ensure that suitable candidates who could bring a variety of different styles, skills and experience to the organisation are objectively assessed. The company will ensure that checks / mechanisms are in place to mitigate the exclusion of otherwise suitable candidates on the grounds of their diverse background, style, or other factors considered as part of their application.

ii. the Company complies at all times with equal employment opportunity and anti-discrimination requirements;

iii. the Company educates managers involved in recruitment on the value of workplace diversity and the role bias can play in selection and promotion decisions; and

iv. the Company aims to make its recruitment process accessible to potential candidates by advertising positions broadly and by using professional recruitment agencies where required.

5. Career development and promotion

(a) The Company supports and encourages the personal and professional development of all employees

(b) The Company promotes career development and promotion opportunities based on relative ability, performance and potential, recognising the different capabilities diverse groups bring to the organisation

6. Flexible work arrangements

(a) The Company endeavours to support the work-life balance and flexibility needs of its employees. The Company recognises that flexible work arrangements can reduce absenteeism and increase employee engagement and retention.

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(b) The Company offers a range of flexible working arrangements, subject to meeting the needs of the business, including part time work, job share arrangements and flexible working hours.

7. Learning and Development

The Company recognises that employees have individual needs regarding their learning and development. The Company will ensure that appropriate learning and development opportunities are provided in a way that maximises fair and equitable access to all employees and that all employees are aware of their responsibilities in relation to equal opportunity and diversity.

8. Monitoring and reporting

(a) The Board, in consultation with the Remuneration and Nominations Committee and management (where appropriate), is responsible for overseeing the implementation and monitoring of this policy, and must, in particular:

i. establish measurable objectives for achieving gender diversity;

ii. review those objectives annually; and

iii. assess annually the progress in achieving those objectives and the effectiveness of this policy.

(b) The Board will ensure that appropriate disclosures are made in annual reports regarding gender diversity in the Company, including information regarding the proportion of women in the Company, women in senior executive positions and women on the Board.

9. Review

The Board will review the Company's diversity strategy as part of the Human Resources strategy. The Board will review the Company's diversity objectives annually and will monitor progress towards the achievement of those measureable objectives. This policy will be reviewed regularly and updated as required.

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10. Document information

10.1 Version history

Version	Approved date
1.0	26 February 2014
2.0	13 March 2014
3.0	11 December 2014
4.0	25 January 2017

10.2 Reference documents

The following documents have been referenced in the preparation of this policy.

Ref.	Document name	Business owner
1	Charter - Remuneration and Nominations Committee	Remuneration and Nominations Committee Chairman
2	Genworth Financial Inc. Code of Conduct (Integrity First)	General Counsel and Company Secretary
3	Genworth Workplace Standards Policy	Chief Human Resources Officer
4	Genworth Recruitment Policy	Chief Human Resources Officer
5.	Genworth Privacy Policy	General Counsel & Company Secretary

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