



EQUALITY, DIVERSITY AND INCLUSION POLICY

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EQUALITY, DIVERSITY AND INCLUSION POLICY

Introduction

Natara is committed to providing a work environment that is free from discrimination and promotes equal opportunities for all employees, regardless of their background, identity, or personal characteristics. We believe that diversity and inclusion are essential for fostering innovation, creativity, and productivity within our organization. This Equality, Diversity and Inclusion Policy outlines our commitment to maintaining a fair and respectful workplace culture.

Scope

This policy applies to all employees, job applicants, contractors, vendors, clients, and other stakeholders associated with Natara, including temporary workers, interns, and volunteers. It covers all aspects of employment, including recruitment, hiring, training, promotion, compensation, benefits, and termination.

Prohibition of Discrimination

Natara prohibits discrimination on the basis of race, ethnicity, colour, nationality, religion, gender, sexual orientation, gender identity, age, disability, marital status, veteran status, genetic information, or any other characteristic protected by applicable laws and regulations. Discrimination can take various forms, including:

- Direct discrimination: Treating an individual less favourably because of a protected characteristic.
- Indirect discrimination: Applying policies, practices, or criteria that disproportionately disadvantage certain groups.
- Harassment: Engaging in unwelcome conduct related to a protected characteristic that creates a hostile, intimidating, or offensive work environment.
- Retaliation: Taking adverse action against individuals who exercise their rights under this policy or report discrimination or harassment.

Recruitment and Hiring

Natara is committed to attracting and hiring a diverse workforce based on merit and qualifications. We ensure that recruitment and selection processes are conducted fairly, transparently, and without bias. All job vacancies are advertised widely, and candidates are assessed based on their skills, experience, and suitability for the role, regardless of their personal characteristics.

Promotion and Career Development

Opportunities for promotion, career advancement, training, and development at Natará are based on merit, performance, and potential. We provide equal access to career development resources, mentoring, and advancement opportunities to support the professional growth of all employees. Promotion decisions are made objectively, without regard to protected characteristics.

Compensation and Benefits

Natará ensures that compensation, benefits, and other terms and conditions of employment are determined based on job-related factors, such as skills, experience, and performance. We strive to maintain pay equity and transparency to prevent disparities in compensation based on personal characteristics. All employees receive fair and competitive compensation packages that reflect their contributions to the organization.

Workplace Accommodations

Natará is committed to providing reasonable accommodations to employees with disabilities or special needs to enable them to perform their job duties effectively. We engage in an interactive process with employees to identify and implement appropriate accommodations in compliance with relevant laws and regulations.

Reporting and Complaint Procedure

Employees who believe they have experienced discrimination, harassment, or retaliation, or who have observed such behaviour, are encouraged to report their concerns promptly. Natará provides multiple channels for reporting complaints, including through HR representatives, managers, or anonymous reporting mechanisms (this will be available in Q2 2024). All reports will be promptly and thoroughly investigated, and appropriate remedial action will be taken as needed.

Training and Awareness

Natará provides regular training and education to employees on the principles of non-discrimination, equal opportunities, diversity, and inclusion. Training programs aim to raise awareness, prevent discrimination and harassment, and promote a culture of respect and inclusivity within the organization.

Compliance and Accountability

Compliance with this policy is mandatory for all employees, and violations will result in disciplinary action, up to and including termination of employment or contractual

relationship. Natarara is committed to conducting periodic reviews and audits to ensure compliance with this policy and to identify opportunities for improvement.

Review and Revision

This policy will be reviewed periodically and updated as necessary to reflect changes in laws, regulations, or organizational practices. Employees are encouraged to provide feedback on this policy to support continuous improvement efforts.

Natarara is dedicated to creating a workplace where every individual feels valued, respected, and empowered to succeed. By adhering to the principles outlined in this policy, we strive to build a diverse and inclusive organization that fosters innovation, creativity, and collaboration.