

 <p>Guideline Title: Diversity and Inclusion</p>	<p>Guideline Number: COR-HR-400030</p> <p>Version Number: V.01</p>
<p>Guideline Category: Human Resources</p>	<p>Previous Revision Date: April 25, 2017</p> <p>Current Revision Date: April 24, 2018</p>
<p>Approval Authority: Board of Directors</p>	<p>Approval Date: April 24, 2018</p>
<p>Review Authority: Executive Team</p>	<p>Reviewed Date: August 25 2020</p>

Purpose

To outline London Hydro’s commitment to encouraging a culture that supports workplace diversity and inclusion.

Scope

This guideline applies to all employees. Violation of this guideline will result in discipline up to and including discharge.

Guideline

Our commitment to diversity and inclusion aligns with our values of safety, people, integrity and respect, agility and corporate and social responsibility. In addition to being compliant with all relevant legislation, we respect and value the human rights and uniqueness of every individual and will foster a positive, inclusive and supportive workplace that respects the diversity, dignity and perspectives of all.

All employees, supervisors, managers, executives, and employees of a contracted service shall be aware of this guideline, shall treat others with courtesy, dignity, respect and shall exhibit conduct that reflects inclusion. Supervisors are responsible for ensuring that measures and procedures are followed by employees and that employees have the necessary information for their actions to embody these principles.

A positive, inclusive and supportive workplace will be fostered by:

- Recognizing the breadth of potential diversity elements
- Acknowledging and respecting the value that workplace diversity offers
- Envisioning a positive, supportive environment where people feel included, involved, comfortable, confident, are able to be their whole selves at work and are able to contribute to their full potential
- Ensuring policies, systems, processes and practices (including recruitment and selection) are equitable and free from barriers
- Drawing upon and respecting the unique characteristics, capabilities, knowledge, talent, experiences and perspectives of each employee
- Ensuring adherence to anti-harassment and anti-discrimination policies
- Communicating the benefits that diversity and inclusion bring to our workplace and community

All employees are encouraged to raise any concerns about diversity or inclusion to their direct Supervisor or the Senior Director of Human Resources.