# **Diversity Policy**



## **Commitment to Diversity**

New Wave Occupational Health and Safety Services recognizes its talented and diverse workforce as a key competitive advantage. Our business success is a reflection of the quality and skill of our people. New Wave is committed to seeking out and retaining the finest human talent to ensure top business growth and performance.

New Wave believes in treating all people with respect and dignity. We strive to create and foster a supportive and understanding environment in which all individuals realize their maximum potential within the company, regardless of their differences. We are committed to employing the best people to do the best job possible. We recognize the importance of reflecting the diversity of our customers and markets in our workforce. The diverse capabilities that reside within our talented workforce, positions New Wave to anticipate and fulfill the needs of our diverse customers, providing high quality products/services. We believe that the wide array of perspectives that results from diversity promotes innovation and business success. Managing diversity makes us more creative, flexible, productive and competitive.

# **Details of Policy:**

New Wave's diversity policy covers 4 areas: recruitment, career development and promotion, employee support and community programs. This policy applies to all employees, prospective employees, customers, clients, contractors, vendors and all others who do business with or are in contact with New Wave.

#### Recruitment

We believe that our employees from many different cultural, linguistic and national backgrounds provide us with valuable knowledge for understanding complex international markets. We have established outreach programs to identify talented women and individuals from underrepresented backgrounds for recruitment.

## **Career Development and Promotion**

New Wave rewards excellence and all employees are promoted on the basis of their performance. All managers are trained in managing diversity to ensure that employees are treated fairly and evaluated objectively.

## **Employee Support**

New Wave provides a safe and pleasant environment for our employees. We offer:

- Flexible working time arrangements
- Employee education assistance
- Employee network and support groups
- Open communications
- Clear reporting procedures for any type of discrimination or harassment combined with follow-up procedures to prevent future incidents.

### **Policy Enforcement:**

All employees are expected to be aware of New Wave's policies around diversity and share the responsibility of upholding the policies. If an employee notes that a section of the policy is not being upheld, they should bring it to the attention of one of their supervisor or Senior Management.

Issues and non-compliance will be brought to the attention of the diversity committee and dealt with on a case-by-case basis by Senior Management and individuals involved in the incident or non-compliance.

All new employees will be given a copy of this policy upon commencement of employment. Updates will be distributed as soon as practicable if changes are made to the policy.

Stewart Sampson President and

Chief Executive Officer

January 1, 2021