



## Diversity and Inclusion Policy

### Scope:

This policy applies to all employees.

### Last Update:

05.16.2024

### Policy:

Daniel Et Daniel (“the Business”) is committed to a workplace culture that values diversity, inclusion and equal employment opportunities. That culture includes:

Promoting diversity by identifying and removing barriers in recruitment, advancement, and retention for underrepresented groups. These groups may include women, people of color, Indigenous individuals, individuals with a disability, LGBTQ2+ individuals, and any additional groups identified.

Preventing discrimination by making decisions regarding recruitment, advancement, compensation and workplace opportunities without regard for race, place of origin, age, sex, gender/gender expression, sexual orientation, religious belief/creed, disability and other categories protected under applicable human rights legislation.

Promoting respectfulness, cultural awareness, and inclusivity by:

1. fostering a collaborative work environment in which all employees participate and contribute.
2. empowering and providing a safe space for all employees to express themselves, exchange ideas, and feel heard; and
3. encouraging employees to be open and curious about others' experiences and perspectives.

### **APPLICATION AND SCOPE**

This Policy is made in accordance with applicable employment standards, health and safety, human rights and accessibility legislation. This Policy will be reviewed and updated on an annual basis or as necessary to accurately reflect the diversity and inclusion practices adopted by the Business.

For purpose of this Policy, “diversity” and “inclusion” are defined as follows:

“Diversity” refers to variety in characteristics that we all possess, and which are used to differentiate among individuals and groups of people. Those characteristics include race, place of origin, age, sex, gender/gender expression, sexual orientation, religious belief/creed, disability. Diversity also includes differences in backgrounds, experiences, perspectives, thoughts, interests, and ideas.

“Inclusion” is the practice of accepting, respecting and valuing diversity. An inclusive work culture is one which ensures that all employees are valued, heard, engaged, and involved at work and have full opportunities to collaborate, contribute, and grow professionally.

All leaders, managers, and employees play a role in making Daniel et Daniel a diverse and inclusive place to work for everyone. Please read this policy carefully and openly and make every effort to understand the importance of diversity and inclusion and the ways we can accomplish these objectives together.

This Policy works in conjunction with our “Workplace Violence and Harassment Policy” which should be consulted with this Policy and is available through your payroll portal at [www.payworks.ca](http://www.payworks.ca).

## **DIVERSITY AND INCLUSION ACTION ITEMS**

Daniel et Daniel is a very diverse workplace. As such, we want to preserve this diversity and ensure our culture is inclusive for all. Like many other hospitality companies in Toronto, we employ a broad range of people all from different backgrounds, beliefs, sexual orientations and gender identity. Daniel et Daniel is committed to making sure everyone feels like they are part of a team where they can be themselves and feel included.

As part of this commitment:

- We provide employees with courses on Equality, Diversity & Awareness through BrightHR.
- We are National Associate Members of The CGLCC Canada's 2SLGBTQI + Chamber of Commerce
- We participate and support 2SLGBTQI initiatives in our community.
- We give all candidates the same opportunities for employment, advancement, compensation and promotion without regard for race, place of origin, age, sex, gender/gender expression, sexual orientation, religious belief/creed, disability and other categories protected under applicable human rights legislation.

## **CHIEF DIVERSITY OFFICER**

To support the objectives of this Policy, We have created a Chief Diversity Officer position. This position is currently filled by Ken Marshall. Ken is responsible for carrying out the objectives of this Policy.

Daniel et Daniel Catering & Events always welcomes suggestions from employees about how we can be more inclusive and address and improve diversity issues. If you have any comments, concerns, or suggestions, please contact the Chief Diversity Officer Ken Marshall. The Business prohibits retaliation and/or reprisal against employees for making good faith suggestions or complaints regarding the Business' diversity and inclusion efforts.

**REVIEW OF THE POLICY:** Daniel et Daniel will maintain and revise this Diversity and Inclusion Policy as required to advance diversity and inclusion goals. We expressly reserve the right to change, modify or remove portions of this Policy without notice.