



## OCTAVE DIVERSITY, EQUITY AND INCLUSION POLICY

### 1 INTRODUCTION

Octave is committed to building a workplace and governance culture based on equal opportunity, respect, fairness and merit. As a global software company, we believe that different perspectives, professional backgrounds, experiences and ways of thinking strengthen our decision-making, innovation and ability to serve customers across markets.

This Diversity, Equity and Inclusion Policy (“Policy”) sets out Octave’s commitment to non-discrimination, inclusive workplace practices and fair, merit-based opportunities. Employment and advancement decisions at Octave are made based on qualifications, experience, performance, capability, conduct and business needs. We seek to attract, develop and retain talented people from broad candidate pools and to foster an environment where everyone is treated with dignity and has the opportunity to contribute and grow.

This Policy applies to all directors, officers, employees and third parties acting on Octave’s behalf (“Personnel”). For the purposes of this Policy, “Octave” means Octave Intelligence plc, its subsidiaries, and joint ventures over which Octave exercises management control.

This Policy should be read together with [Octave Code of Business Conduct and Ethics](#) (“the Code”), [Octave Supplier Code of Conduct](#) (“Supplier Code”), and applicable employment law requirements.

In case of any breach of this Policy, Octave will engage with the breaching party and take appropriate corrective action. Significant or recurring breaches, failure to take corrective action, failure to remedy the breach, or lack of cooperation may result in disciplinary action, up to and including termination of employment, or Octave’s reduction, suspension or termination of business with the breaching party.

### 2 COMMITMENTS

Octave is committed to:

- creating an inclusive culture with a diverse workforce;
- ensuring that Personnel are treated with dignity, feel valued and have the opportunity to contribute, develop and progress based on merit, performance, capability and business needs;
- being an attractive employer that attracts, develops and retains highly qualified and professional talent from broad candidate pools;
- making recruitment, hiring, promotion, development and reward decisions based on qualifications, experience, performance, capability, conduct and business needs;
- regularly providing training and guidance to promote an inclusive, respectful and professional culture;
- maintaining a work environment free from discrimination, harassment, bullying, victimisation and retaliation; and
- considering diversity of skills, experience, gender, international perspective, industry knowledge and professional background as part of board and senior leadership succession planning, while ensuring appointments remain merit-based and aligned with the competencies required to support Octave’s long-term success as a listed global software company.

### 3 WHY DIVERSITY, EQUITY AND INCLUSION MATTER

People are at the heart of what we do at Octave. We believe that diversity, equity and inclusion are important to our culture, business performance and long-term success.

Our goal is to create a culture that is diverse, inclusive and respectful, and one that recognises different perspectives and uses them to improve collaboration, innovation and decision-making.

Creating a safe, respectful and inclusive place to work provides an essential foundation for Personnel to contribute successfully to Octave’s objectives, enhance Octave’s global reputation and achieve sustainable business results.

For the purposes of this Policy:

**Inclusion** means creating an environment where Personnel feel welcomed, respected and able to contribute their ideas and perspectives.

**Equity** means treating people fairly by identifying and addressing barriers that may prevent full participation or access to opportunities, while maintaining merit-based decision-making. Equity does not mean preferential treatment or guaranteed outcomes.

**Diversity** refers to visible and invisible differences between people, including, where protected by applicable law, characteristics such as race, colour, ethnicity, nationality, sex, sexual orientation, gender identity or expression, age,



disability, marital or family status, pregnancy, religion or belief, political opinion, social origin, union membership, education, professional background, life experience, ways of thinking and working styles.

#### **4 HOW OCTAVE SUPPORTS DIVERSITY, EQUITY AND INCLUSION**

This Policy provides the framework within which Octave and its subsidiaries actively manage and encourage the inclusion and diversity across the organisation.

To drive change, Octave has set clear commitments to support the diversity, equity and inclusion across all regions and offices. We clearly and actively communicate our expectations to our stakeholders.

#### **5 RAISING CONCERNS**

Personnel are expected to promptly report any actual or suspected violations of this Policy or applicable laws. Reports may be made through Octave's established reporting channels. Information on available reporting channels, confidentiality protections, and non-retaliation safeguards is available on Octave's [website](#).

Reports are reviewed and investigated in accordance with the Octave's Speak Up Policy and related procedures.