



MINING INDUSTRY
HUMAN RESOURCES COUNCIL
CONSEIL DES RESSOURCES HUMAINES
DE L'INDUSTRIE MINIÈRE

Inclusion and Diversity Policy and Procedures

Rationale:

The Mining Industry Human Resources Council (MiHR) is dedicated to striving for inclusion and diversity in its staff, Board and committees. Senior management believes it is within our best interest to promote inclusion and diversity to build stronger teams that can use differences to advance our mission.

MiHR wishes to support building and maintaining an inclusive working environment with diverse representation among job applicants, full and part-time, casual, contract, permanent and temporary employees, and volunteers in an environment where everyone has the ability to understand, communicate with, and effectively interact with people of varied backgrounds and experiences.

Policy Statement:

MiHR is committed to ensuring a non-discriminatory, inclusive work environment which supports a diverse and equitable workplace where all employees and volunteers, whatever their race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, record of offences, marital status, family status or disability, feel valued and respected.

Value Statements:

- To create a work environment in which individual differences are recognized and valued.
- To provide, to the greatest extent possible, access to an inclusive and accessible physical office space that ensures everyone is able to participate and work to his or her full potential.
- To make training, development and progression opportunities available to all staff based on merit.
- To ensure, to the greatest extent possible, that all committees, consortiums and panels that the MiHR Council organizes or participates on, include diverse representation.

Procedures:

1. Review all job advertisements and job descriptions to ensure inclusive language to attract diverse applicants.
2. Create and implement a job application review process that supports inclusion and does not create barriers to diversity.
3. Ensure the interview process is unbiased and removes as many diversity biases as possible.
4. Provide all employees with access to training on diversity and inclusion .
5. Ensure that all employees and volunteers, where possible, are aware of and have read MiHR's *Inclusion and Diversity Policy and Procedures*.
6. Ensure all employees, where possible, consider diversity and inclusion in the recruitment and engagement of volunteers/committee members.
7. Ensure that actual or perceived incidents of harassment or discrimination are addressed pursuant to MiHR's *Anti-harassment and Workplace Violence Policy and Procedures*.

Approved By	Meeting Date
MiHR Board of Directors	October 9, 2019