



# ASHLEY SERVICES GROUP

TRAINING | RECRUITMENT | LABOUR HIRE

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## **Board Selection Policy**

**Ashley Services Group Limited**

ACN 094 747 510



## 1. Purpose

- 1.1 Ashley Services Group Limited (**Company**) values diversity and equal opportunity. We aim to ensure that our workforce, including our board of directors (**Board**), is made up of individuals with diverse skills, values, backgrounds and experience to the benefit of the Company.
- 1.2 A formal and transparent process for selecting, appointing and re-appointing directors helps to promote investor understanding and confidence in that process.
- 1.3 It also assists the Company to achieve its objectives and deliver outcomes for its stakeholders, by enabling us to attract and retain the most qualified and experienced individuals to the Board and to ensure that the Board consists of directors with broad and valuable skill sets.

## 2. Effect of the Policy

- 2.1 This Policy sets out the guidelines by for selecting, appointing, and re-appointing directors to the Board.
- 2.2 The contents of this Policy, to the extent that they impose obligations on the Company, do not constitute contractual terms, conditions, or representations.

## 3. Statement of principles

- 3.1 The Company is committed to:
  - (a) transparency in the Board member selection process;
  - (b) recruiting and retaining the best candidates for director positions; and
  - (c) enabling and promoting diversity amongst directors appointed to the Board.

## 4. Board responsibilities

- 4.1 The Board will:
  - (a) establish and maintain a Board skills matrix and use this matrix to identify any “gaps” in the skills and experience of directors on the Board which can be used to inform the selection or re-appointment process for a Board position;
  - (b) seek input from sources who are not Board members, and consider using an external consultant to provide a list of prospective candidates (which includes candidates with diverse skills, backgrounds and experience) as part of any recruitment process;
  - (c) in accordance with the Company’s Diversity Policy, require that diversity is adequately considered for a director position considered by the Board;
  - (d) undertake appropriate checks before appointing a person, or putting forward to security holders a candidate for election, as a director; and
  - (e) when submitting candidates to the shareholders for election as directors, ensure each submission is accompanied by the following information:



- (i) biographical details of the candidate, including competencies and qualifications;
- (ii) information sufficient to enable an assessment of the independence of the candidate;
- (iii) a statement by the Board as to whether it supports the nomination of the proposed candidate;
- (iv) details of the relationship between the candidate and the:
  - (A) Company; and
  - (B) directors of the Company;
- (v) other directorships held;
- (vi) particulars of other positions which involve significant time commitments;
- (vii) the term of office served by any directors subject to re-election; and
- (viii) any other particulars required by law or materially relevant to a decision on whether or not to elect or re-elect a director.

## **5. Availability**

The Company will make this policy and procedure publicly available, by posting it on its website.

## **6. Changes to this Policy**

6.1 The Company reserves the right, at its absolute discretion, to change this Policy from time to time as it considers necessary.

6.2 Any changes to the Policy will be communicated.

## **7. Additional resources**

If you have any queries about this policy, please contact the company secretary.

## **8. Review of this Policy**

The Board will review this Policy from time to time to ensure that it is operating efficiently and to determine whether any changes are required to be made. This Policy may be amended by resolution of the Board.

Adopted by the Ashley Services Group Limited Board on 28 August 2023.

