

# Equality & Diversity Policy Statement

The Company recognises that discrimination is unacceptable and has made the decision to adopt a formal equal opportunities policy. Breaches of the policy may lead to disciplinary proceedings and if appropriate, disciplinary action.

We are committed to a policy of treating all our employees and job applicants equally. We will appoint, train, develop and promote on the basis of merit or ability.

- We will ensure that no job applicant or employee receives less favourable treatment on the grounds of a protected characteristic, i.e. race, colour, nationality, ethnic or national origins, sex, marital/civil partnership status, sexual orientation, disability, trade union membership/non membership, pregnancy and maternity, gender reassignment, political opinion/affiliation, age, or religion or belief or on the basis of being part time or fixed term.
- We will ensure that applicants are aware of our vacancies by advertising through the job centre or independent media and not confine recruitment to areas which provide mainly applicants of a particular group.
- Interview questions will be related to the requirements of the job and not be of a discriminatory nature. Applicants will receive fair treatment and their ability to do the job will be the sole consideration.
- We will keep staff records which will be monitored periodically to ensure the effectiveness of the equal opportunities policy.
- The Company will ensure that the working environment is one in which no worker feels under threat or intimidated because of his/her race, sex, etc.
- Disciplinary action will be taken against any employee who is found to have committed an act of unlawful discrimination.
- Discriminatory conduct and sexual or racial harassment will be treated as gross misconduct.
- The grievance procedure is available, to any employee, who believes that she or he may have been discriminated against.
- The policy is implemented in accordance with the requirements of the Race Relations Act 1976. Sex Discrimination Act 1975 (as amended) and the Disabled Person Employment Acts 1944/1958 and 1995.

We are committed to engaging with our stakeholders to ensure we continually improve our Equal Opportunities Charter by setting and monitoring objectives and targets, to deliver best practice.

We communicate this Policy to our Employees, Supply Chain & Stakeholders and review it on an annual basis.

A handwritten signature in black ink, appearing to read 'Gareth Walsh'.

**Gareth Walsh / December 2023**