

RED

A company of **TRACTEBEL**
ENGIE

Equality & Diversity Policy

RED is committed to eliminating discrimination and encouraging diversity amongst our workforce. Our aim is that our workforce will be representative of all sections of society and each employee feels respected and able to give of their best.

To that end the purpose of this policy is to provide equality and fairness for all in our employment and not to discriminate irrespective of:

- Marital, civil partnership, maternity or pregnancy status
- Religious belief or political opinion
- Race, ethnic origin, colour, nationality, or national origin
- Disability
- Sex or sexual orientation
- Age
- Gender or gender reassignment status

We oppose all forms of unlawful and unfair discrimination. All employees, whether part-time, full-time or temporary, will be treated fairly and with respect. Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximize the efficiency of the organization.

We are committed to the following equality principles:

- The creation of an environment in which individual differences and the contributions of all our staff are recognised and valued.
- Every employee is entitled to a working environment that promotes dignity and respect to all. No form of discrimination (whether direct or indirect), victimisation, bullying or harassment will be tolerated.
- Training, development and progression opportunities are available to all staff.
- Equality in the workplace is good management practice and makes sound business sense.
- We will review all our employment practices and procedures to ensure fairness.
- If an employee is disabled or becomes disabled, we encourage him or her to tell us so that we can offer appropriate support and discuss reasonable adjustments which can be made. If we consider a particular adjustment would not be reasonable we will explain our reasons and try to find an alternative solution where possible. We will monitor the physical features of our premises and where reasonable we will take steps to improve access for disabled staff.
- Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings. Such behaviour could constitute gross misconduct and lead to summary dismissal.

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- This policy is fully supported by the Directors and has been agreed with staff.
- The policy will be monitored and reviewed annually. The nominated Director with specific responsibility for effective implementation of this policy is the Director with responsibility for HR. However, all Directors, managers and staff are required to actively support this policy and help create the equality environment envisaged.
- In order to implement this policy, we will ensure that the policy is communicated to all employees, through induction, team meetings, distribution and display of written documentation, via the recruitment process, etc.

These principles of non-discrimination and equality of opportunity also apply to the way in which staff treat visitors, clients, customers, suppliers and former staff members.

If you believe that you may have been discriminated against then you are encouraged to raise the matter through our grievance procedure. Allegations regarding potential breaches of this policy will be treated in confidence and staff who make such allegations in good faith will not be victimised or treated less favourably as a result. If you need advice on how to proceed you should speak to the Director with responsibility for HR.

If you have any questions about the content or application of this policy, you should contact the Director responsible for HR.

This policy does not form part of any employee's contract of employment and may be amended at any time.