

# Equal Opportunities Policy

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| <b>Creator:</b>    | Phil Gollings | <b>Reviewer:</b>       | Phil Gollings | <b>Date of next Review:</b> | 01/08/2026 |

## Policy Statement

Eco-Power Environmental Limited are committed to equality of opportunity in employment, with the aims of ensuring that all employees and job applicants are treated fairly and equally and supporting the organisations objectives of proving a working environment that is free from all forms of discrimination.

Eco-Power Environmental Limited are fully committed to providing equality in the workplace and all opportunities for, and during employment, will be afforded to individuals fairly and irrespective of age, disability, gender, gender reassignment, marital or civil partnership status, pregnancy or maternity, race including colour, ethnic or national origins and nationality, religion or belief or sexual orientation ("the protected characteristics").

We aim to create a working environmental that is free from discrimination and harassment in any form, in which all employees, customers and suppliers are treated with dignity and respect. Eco-Power Environmental Limited will not unlawfully discriminate in the arrangements we make for recruitment and selection or in the opportunities afforded for employment, training, or any other benefit.

All decisions will be made fairly and objectively. We aim, as far as reasonably practicable, to ensure that all our working practices are applied fairly and consistently and, where necessary, we will take responsible steps to avoid or overcome any disadvantage these may cause and to promote equality.

## Specific Responsibilities

Eco-Power Environmental Limited has overall responsibility for the effective operation of this policy and for ensuring compliance with the **Equality Act 2010** and associated legislation and for observing relevant Codes of Practice.

All employees have a responsibility not to discriminate or harass other employees, customers, or suppliers and to report any such behaviour of which they become aware to their Manager or Supervisor. All Managers and Supervisor are responsible for implementing the Equal Opportunities Policy and must apply the policy as part of their day-to-day management of the organisation.

## Forms of discrimination

The following are forms of discrimination that this policy aims to avoid:

Direct Discrimination occurs when a person is treated less favourably because of a protected characteristic that they either have or are thought to have. Direct discrimination can also occur by way of association, which is when a person is treated less favourably because, for example, their spouse or partner or other relative has the protected characteristic.

Indirect Discrimination occurs when a provision, criterion or practice is applied equally to everyone, but has a disproportionately adverse effect on people who share a particular protected characteristic. A person with the protected characteristic who is disadvantaged in that way has the right to complain.

To be justified the provision, criterion, or practice must be necessary for legitimate business reasons in circumstances where less discriminatory alternatives are not reasonably available.

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Victimisation occurs where someone is treated unfavourably because he/she has raised a complaint under this policy or taken legal action, in relation to any alleged act of unlawful discrimination, against the Company or because he/she has supported someone else in doing this.

Harassment is unwanted conduct that violates an individual's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment. Harassment can take many different forms and may involve inappropriate actions, behaviour, comments, emails, or physical contact that causes offence or are objectionable.

Harassment may involve a single incident or persistent behaviour that extends over a period of time and can occur even if someone did not mean to cause offence. It also means that a person can be subjected to harassment by behaviour that is not aimed at them directly but which they nonetheless find unpleasant.

Harassment is always unacceptable and where it relates to a protected characteristic it will amount to an unlawful act of discrimination.

Discrimination arising from Disability - In addition to the above, it is unlawful to treat a person unfavourably because of something that is the result, effect, or outcome of their disability, unless the treatment is necessary and can be objectively justified. Furthermore, employers have a duty to make reasonable adjustments to ensure that disabled applicants, employees, or other workers are not substantially disadvantaged.

There are several ways in which the organisation aims to ensure equal opportunities in the workplace, including:

## **Recruitment and selection**

Recruitment and selection procedures will be free from bias or discrimination. Recruitment procedures will be conducted objectively and will be based upon specific and reasonable job-related criteria. Decisions regarding an individual's suitability for a particular role will be based on aptitude and ability. We will consider making appropriate reasonable adjustments to the recruitment process to ensure that disabled applicants are not substantially disadvantaged.

## **Career development and training**

All employees will be given an appropriate induction to enable them to fulfil the responsibilities of their role. All employees will be encouraged to develop their full potential and we will not unreasonably deny an employee access to training or other career development opportunities.

These will be identified as part of an ongoing performance management process and will be determined objectively, considering the needs of the business and available resources. Selection for promotion will be based on objective criteria and decisions will be made based on merit. Information collected for monitoring purposes will be treated as confidential and will not be used for any other purpose.

## **Raising a complaint of discrimination**

If you believe you have been discriminated against, you should raise the matter in accordance with the Company's Grievance Procedure.



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If you believe that you may have been subject to harassment you are encouraged to raise the matter under the Company's Harassment Policy. Any employee who is found to have committed an act of discrimination, or breached this policy in any other way, will be subject to action under the Disciplinary Procedure, up to and including dismissal.

Non-employees will be subject to appropriate formal action that may, depending on the circumstances, involve terminating any contract or agreement. The Company will also take seriously any malicious or, in its opinion, unwarranted allegations of discrimination and will take appropriate action, disciplinary or otherwise, where necessary.

This policy statement is maintained as documented information and is communicated to all persons working under the control of Eco-Power Environmental Limited.