

36512-008 Equal Opportunity Policy

Protec Fire and Security Group Ltd. is an equal opportunity employer. The Company is committed to avoiding unlawful discrimination in all aspects of employment, including recruitment, promotion, training and development, pay and benefits, discipline, and selection for redundancy.

Our policy is to ensure that no job applicant or employee receives less favourable treatment, or is disadvantaged by unjustifiable conditions or requirements, on the grounds of **age, disability, sex, sexual orientation, gender reassignment, marital or civil partnership status, pregnancy or maternity, race, colour, nationality, ethnic or national origin, religion or belief**.

Selection criteria and employment practices are intended to ensure that individuals are selected, promoted and treated on the basis of their relevant merits, abilities and qualifications.

Protec Fire and Security Group Ltd. is committed to fostering an inclusive and diverse workforce and to treating job applicants, employees, customers and clients fairly, with dignity and respect.

The Company has an explicit commitment to comply with the **Equality Act 2010, as amended**, including the Equality Act 2010 (Amendment) Regulations 2023, and all associated equality legislation.

The Company will observe, so far as reasonably practicable, relevant statutory Codes of Practice and guidance issued by the Equality and Human Rights Commission and other appropriate regulatory bodies.

Equal opportunity is fundamental to good employment practice and the effective use of our most asset our employees. Every director, manager and employee has a personal responsibility for supporting the implementation of this policy. All employees are required, as part of their employment, to complete appropriate equality and diversity training.

Any questions about the application of this policy, or requests for additional training, should be directed to the CEO or the HR Director, who have overall responsibility for this policy.

This policy applies to the advertising of vacancies, recruitment and appointment, training and development, terms and conditions of employment, pay, promotion, and all other aspects of employment. It also applies to the treatment of customers, clients, contractors and visitors.

Employees involved in recruitment, management or decision-making, or those taking on new responsibilities, should seek further guidance or training if they are unsure how this policy should be applied.

Employees should note that the application of a provision, criterion or practice that places individuals or groups at a particular disadvantage may be unlawful unless it can be objectively justified by a legitimate business need. HR should be consulted in such circumstances for advice.

Employees who are disabled, or who become disabled during their employment, are encouraged to inform the Company and may request reasonable adjustments to their role or working arrangements. All such requests will be given careful consideration and, where reasonable and reasonably practicable, appropriate adjustments will be made.

Any employee who believes they have been subjected to discrimination, harassment or victimisation may raise the matter under the Company's grievance procedure. Grievances should be raised with the HR Department, who will ensure that the matter is investigated fully and fairly.

Protec Fire and Security Group Ltd. is committed to ensuring that employees feel able to raise concerns without fear of reprisal. No individual will be penalised for raising a genuine concern, unless it is found to have been made maliciously or in bad faith.

Any employee who engages in discriminatory behaviour, harassment, or who pressures another employee to discriminate, will be subject to disciplinary action. In serious cases, such conduct may constitute gross misconduct and may result in summary dismissal.

This policy will be monitored periodically to ensure its effectiveness and will be reviewed and updated in line with changes in legislation and best practice.

A handwritten signature in dark ink, appearing to be 'R. Heaton', with a long horizontal stroke extending to the left.

Mr. Richard Heaton
CEO
Protec Fire and Security Group Ltd.