

POL10 FAIRNESS, INCLUSION AND DIVERSITY POLICY

Fairness, Inclusivity and Diversity Policy

1. GENERAL

1.1 System Engineering Group and all Hardtech Subsidiaries are committed to a policy of equality, fairness, inclusiveness and acceptance for all employees, workers and applicants and shall always adhere to such a policy and eradication of discrimination. The company will treat everyone equally irrespective of sex, sexual orientation, marital/civil partnership status, age, disability, race, colour, ethnic or national origin, religion, political beliefs or membership or non-membership of a Trade Union and places an obligation upon all staff to respect and act in accordance with the policy. The company is committed to providing training for its entire staff in equal opportunities practice.

1.2 We shall not discriminate unlawfully when deciding which any candidate/ temporary worker is submitted for a vacancy or assignment, or in any terms of employment or terms of engagement for temporary workers. We will ensure that each candidate is assessed only in accordance with the candidate's merits, qualification and ability to perform the relevant duties required by the vacancy.

2. SEX AND RACE DISCRIMINATION

Unlawful sex or race discrimination occurs in the following circumstances:

A claim of indirect discrimination arises when an employer applies a requirement or condition generally, but which is such, a proportion of persons from one racial group who can comply with it is considerably smaller than the proportion of persons not of that racial group who can comply with it.

The company will not discriminate unlawfully when selecting candidates for submission or a vacancy or assignment or in any terms of employment.

We will perform HR checks on applicants right to work in the UK. We do not work with any gangmasters or recruiters overseas. We only work with approved bodies registered as a UK business at Companies House.

3. DISABILITY DISCRIMINATION

Under the Equality Act 2010 (formerly Disability Discrimination Act 1995), disability discrimination occurs if for a reason which relates to the disabled person's disability an individual:

- treats him/her less favourably than he/she treats, or would treat others to whom that reason does not or would not apply, and,
- the employer cannot show that the treatment in question is justified.

We will not discriminate against a disabled job applicant or employee on the grounds of disability:

- in the arrangements i.e. application form, interview and arrangements for selection for determining to whom a job should be offered; or
- by refusing to offer, or deliberately not offering the disabled person a job for reasons connected with their disability; or
- in the opportunities afforded to the person for receiving any benefit, or by refusing to afford, or deliberately not affording him or her any such opportunity; or
- by subjecting him or her to any other detriment (detriment will include refusal of training, transfer, demotion, reduction of wage; or harassment).
- Consider and account for accessibility of the workplace or the tools and systems people need to use
- Look into ways of working, for example flexible working or hybrid working
- Tailor recruitment
- Fair redundancy and dismissals
- Factor in sickness and absence
- Review and confirm terms and conditions of employment, including pay and promotion
- Amend the approach to training
- Alter and change working hours or rest breaks
- Review and tailor work-related events – for example away days, conferences or team social events

We will accordingly make career opportunities available to all people with disabilities wherever possible we will make reasonable adjustments to hallways, passages and doors in order to provide and improve means of access for disabled employees and workers.

4. AGE DISCRIMINATION

We will not include any age criteria or other subjective criteria in job specifications.

We are committed to recruiting and retaining employees whose skills, experience, and attitude are appropriate to the requirements of the various positions regardless of age.

No age requirements will be stated in any job advertisements on behalf of the company.

5. COMPLAINTS AND MONITORING PROCEDURES

The company has in place procedures for dealing with complaints of all kinds including discrimination.

6. PART-TIME WORKERS

This Equal Opportunities Policy also covers the treatment of those employees and workers who work on a part-time basis. Hardtech HV Ltd recognises that it is an essential part of this policy that part time employees are treated on the same terms as full-time employees (albeit on a pro rata basis) in matters such as rates of pay, holiday entitlement, maternity leave, parental and domestic incident leave. We also recognise that part time employees must be treated the same as full time employees in relation to training and redundancy situations.

Signed by:



Phil McClennon
Director
Hardtech H.V. Limited

6th January 2025

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outcome™

