

DIVERSITY, EQUITY, INCLUSION AND BELONGING POLICY

Purpose and Scope

This policy outlines our steadfast commitment to fostering diversity, equity, inclusion and belonging (DEIB) in the workplace in alignment with the **Equality Act 2010**. We are dedicated to fostering a culture that values difference, actively promotes diversity, and eliminates discrimination. This commitment permeates all facets of employment with us, encompassing recruitment, compensation, benefits, conditions, flexible working, training, appraisals, promotions, conduct at work, disciplinary procedures, and termination of employment.

Policy Objectives.

At Reliable Contractors Ltd we are committed to promoting equal opportunities and nurturing a workplace culture in which diversity and inclusion are celebrated. In addition to ensuring equitable treatment for all individuals, irrespective of their protected characteristics, we aim to foster a deep sense of belonging among our workforces. We strive to ensure that every employee is treated with dignity and respect and that discrimination in any form is not tolerated.

We will take all reasonable steps to:

1. **Raise awareness and provide training**

Promote awareness and provide training to all staff and all managers, ensuring that DEIB principles are understood and embraced.

2. **Apply equity in employment**

Ensure equity of opportunity by applying the principles of equity to all staff and job applicants, focusing on ability rather than irrelevant characteristics.

3. **Recruit & Promote Diverse Talent**

Implement initiatives to ensure a diversity at every stage of employment, from recruitment through to the development and promotion of talent.

4. **Fair Application of policies**

Apply all internal policies and procedures impartially. New employees will be introduced to our DEIB Policy during Induction and will be briefed by a company representative with the opportunity to ask questions.

5. **Create an inclusive working environment**

Build a workplace sensitive to the individuals from diverse cultures, religions and beliefs. Ensuring inclusivity and around festivals, religious observance and dress codes.

6. **Reasonable adjustments for Disabilities**

Provide reasonable adjustments for employees with disabilities to ensure they can perform their roles effectively and to their full potential.

7. **Ensure non-discriminatory work environments**

Foster a work environment free from all forms of discrimination, harassment, intimidation or bullying.

8. **Monitor and review this policy**

and its practices will be monitored and reviewed to ensure that they are non-discriminatory and treat all employees equally and fairly.

Responsibilities

The Managing Director Brian Greene has overall responsible for the effective implementation of this policy. He has delegated oversight to the Head of HR.

HR Department is responsible for ensuring the policy is implemented across all levels of the organisation. Employees can contact HR for advice or to report any concerns related to DEIB Via email:

HR@Reliablecontractors.co.uk

Line Managers are responsible for ensuring this policy is implemented on a day-to-day basis with their teams. They must lead by example and ensure that all employees comply with DEIB Principles and Objectives.

Diversity and Inclusion Training

Managers will receive training to recognise and avoiding discrimination, harassment, victimisation, and to promote equality and diversity throughout recruitment, development and promotion. Regular refresher training on **Equality, diversity and anti-harassment and bullying** will be provided to all employees.

This policy prohibits the following of discrimination, as defined under the Equality Act 2010

1. **Direct Discrimination**
Treating someone less favourably because of a protected characteristic (e.g., race, gender, disability,).
2. **Indirect Discrimination**
A policy or practice that disproportionately impacts people with a particular protected characteristic and cannot be justified.
3. **Harassment**
Unwanted conduct related to a protected characteristic that creates an intimidating, hostile, degrading, humiliating, or offensive environment. This includes sexual harassment.
4. **Victimisation**
Retaliation against someone who has made a complaint about discrimination or supported a complaint made by someone else.
5. **Disability Discrimination**
Any form of discrimination or less favourable treatment because of a disability, including the failure to make reasonable adjustments.

Recruitment and Selection

Our recruitment, promotion, and selection processes will be based on merit and objective criteria that avoid discrimination. We will:

- Use diverse recruitment platforms (e.g., social media, job boards, recruitment agencies) to attract a wide range of candidates.
- Avoid stereotyping and ensure job advertisements are inclusive.
- Not ask job applicants about their health or disability before a job offer is made, except where necessary (e.g., to make reasonable adjustments for interviews).
- Ensure all employees are entitled to work in the UK and comply with immigration laws, without assuming nationality based on appearance.
- Where necessary, job offers can be made conditional on a satisfactory safety critical medical examination.

Breaches of this policy

Any breaches of this policy will be addressed under our **Disciplinary Procedure**. Serious cases of discrimination or victimisation may result in dismissal for gross misconduct. If you believe you have been subjected to harassment, discrimination, or bullying, or if you witness such behaviour, please raise the issue through our **Grievance Procedure** or **Anti-harassment and Bullying Policy**. All complaints will be handled confidentially and investigated appropriately. Complaints will be treated in confidence and investigated as appropriate. Contact your line manager or HR department email: HR@reliablecontractors.co.uk

Monitoring and Evaluation

The effectiveness of this policy will be reviewed regularly. Managers will discuss DEIB progress at **Managers Meetings**, and updates will be shared with employees through briefings and toolbox talks. Employee feedback on diversity will be collected on a voluntary, confidential basis, and results will be available to customers.

Reliable Contractors Ltd is also committed to supporting apprenticeships and developing opportunities within our long-term projects, contributing to the diversity of our workforce.

Support Documents

This policy is supplemented by additional policies in the **Staff Handbook**, which is available on the Intranet or via the HR Department. The policy will be reviewed annually by the **Head of HR**.

Signed:

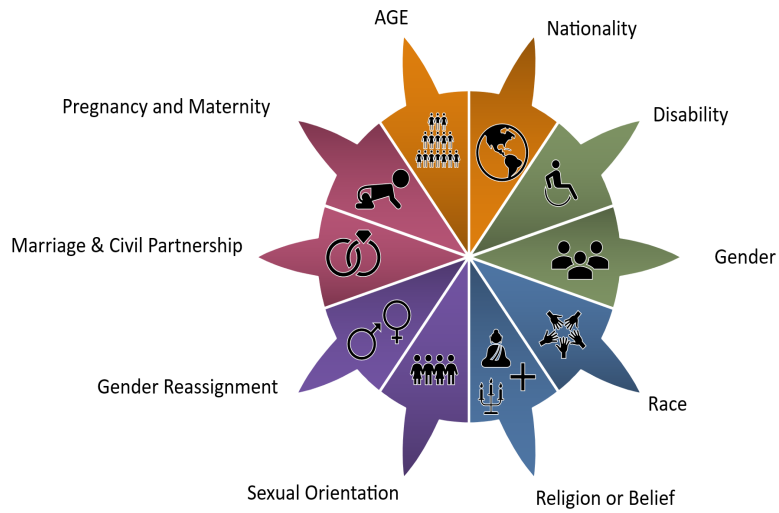


Brain Greene

Managing Director

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Legal Protected Characteristics

