

Contents

Section 1. Introduction

- 1.1 Purpose
- 1.2 Scope
- 1.3 General Principles

Section 2. Policy Definitions

- 2.1 Diversity
- 2.2 Inclusion
- 2.3 Equity
- 2.4 Equality

Section 3. Diversity Practices in Delmec

- 3.1 Recruitment, Selection & Promotion
- 3.2 Remuneration
- 3.3 Career Development and Performance
- 3.4 Talent and Succession Planning

Section 1. Introduction

Delmec believes that embracing equality, diversity, and inclusion in the workplace benefits not just the organisation but also individual employees, business units, departments, and our customers. All our employees bring their own background, work style, distinct capabilities, experience, and characteristics to their work. We recognise that our talented and diverse workforce reflects the diversity of our customers and markets, and we want to utilise the widest range of skills, knowledge and experience in our business while complying with legislation. Senior management approves this policy and sets out the strategy for Equity, Diversity and Inclusion and commits to the application of best practices in the countries in which Delmec operates.

1.1 Purpose

This policy's purpose is to ensure that our business policies, procedures, and behaviours promote equality, diversity and inclusion and create an environment where individual differences are valued. This policy's purpose is to:

- Create an environment where all members of our community can expect to be respected, thrive, and have the opportunity to participate in and contribute to the company activities and achieve their full potential.
- Provide equality, fairness, and respect for all Delmec employees and contractors.
- Not unlawfully discriminate because of the Employment Equality Act 1998 to 2015 protected characteristics of race, gender, age, disability, civil status, family status, religion, sexual orientation, membership of the Traveller community.
- Oppose and avoid all forms of unlawful discrimination. This includes pay and benefits, terms, and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, selection for employment, promotion, training, or other developmental opportunities.

1.2 Scope

Our Diversity and Inclusion Policy applies to all Delmec employees, contractors, customers, suppliers, and visitors to the workplace and is the foundation of making Delmec a better place to work. It is aligned with and complemented by other Delmec policies and internal regulations. Stakeholders are engaged with the mutual goal of creating a work environment that fosters equity, diversity, and inclusion.

1.3 General Principles

It is an understanding that each employee is unique, and recognition of our individual differences. They can include skills, experience, thought, gender, age, disability, ethnicity, cultural or socio-economic background, religion, sexual orientation, political or ideological beliefs as well as other dimensions such as lifestyle and family responsibilities.

At Delmec we are committed to:

- a workplace which is free from discrimination, harassment, bullying, victimisation, and vilification
- treating employees fairly and with respect
- a workplace culture that is inclusive and embraces individual differences
- equal employment opportunities based on ability, performance, and potential
- awareness in all employees of their rights and responsibilities with regards to fairness, equity, and respect for all aspects of diversity
- flexible work practices and policies to support employees and their changing needs
- attraction, retention, and development of a diverse range of talented people
- equitable policies, processes and practices that limit potential unconscious bias

We will formulate and implement policies and practices that value diversity, provide equality of opportunity, and ensure that no job applicant, employee, customer, or business associate receives less favourable treatment. We will also ensure that other policies and practices reflect our commitment to treating people fairly, promoting an integrated way of working and respecting, the dignity of employees at all times.

This policy is supported by appropriate harassment and bullying policies, and disciplinary and grievance procedures. Employees who believe they have suffered discrimination, harassment or victimisation are entitled to raise matters through the appropriate Delmec grievance procedures or the harassment and bullying policies. A copy of these policies and procedures can be obtained by contacting HR or alternatively logging into the Employee Portal on Delmec SharePoint. Complaints will be treated seriously and will be dealt with in a confidential, expeditious manner in as far as reasonably practicable. Employees who make complaints will not be victimised for doing so. Victimisation, if proven, may result in disciplinary action which could result in a sanction of up to and including dismissal. Employees should be aware that making a false allegation deliberately and in bad faith will be treated as misconduct and dealt with under our disciplinary procedure. Pursuance of complaints through these internal procedures does not prejudice an employee in pursuing matters through other available means.

This policy does not alter or amend employees' contracts of employment or form a part of any such contract of employment. Delmec may amend or update this policy from time to time.

Section 2. Policy Definitions

2.1 Diversity

Diversity is acknowledging understanding, accepting, valuing, and celebrating differences among people. Diversity occurs in areas such as gender, race, religion, sexual preferences, age impairment or disability, family responsibilities, marital status and status as a parent or carer. However, it is not limited to these examples. Diversity also exists between individuals in the roles they perform, where they are from and their socio-economic status.

2.2 Inclusion

Inclusion is a sense of belonging; feeling respected and valued; feeling a level of support and commitment from others so that one can achieve their best at work. Inclusion is where difference is seen as a benefit, and where perspectives and differences are shared, leading to better decisions. An inclusive workplace enables a diverse range of people to work together effectively.

2.3 Equity

Equity is the access to or distribution of resources according to need. Equity doesn't provide the same resources and opportunities to everyone. With equity, an organisation will recognise that each employee has varying access to resources and privileges. Those with less access may need more support in order to take fair advantage of opportunities within a company. Equity is a state that's established when every single individual in the workplace has the specific support they need to succeed and grow.

2.4 Equality

Equality seeks to provide all employees with access to the same resources, regardless of the pre-existing barriers they may face. This can refer to an equal distribution of money, resources or opportunity between workers at a similar level. Equality in the workplace is attained when all individuals in the workforce feel empowered to share their contributions because they know their leadership values them equally.

Section 3. Diversity Practices in Delmec

To achieve a diverse and inclusive environment, we support the following practices:

3.1 Recruitment, Selection & Promotion

We recognise the value of recruiting, selecting, and promoting employees with different backgrounds, knowledge, and experience. Our recruitment and selection processes identify candidates with the most suitable knowledge, skills, experience, and personal values and as an equal opportunity employer, the recruitment processes are designed to promote equality.

3.2 Remuneration


Our remuneration review processes actively consider equity, and we will continue to develop strategies and initiatives to resolve any identified gaps.

3.3 Career Development and Performance

Employees are encouraged to develop and progress their careers through opportunities that build capability, and all employees are supported to participate in career development conversations. Available opportunities for promotion and transfer are advertised to all employees to enable them to apply for roles and develop their career path. We encourage and reward excellence, and performance is measured based on agreed goals to promote equity and remove bias.

3.4 Talent and Succession Planning

Talented individuals are identified based on their performance and potential. Talent and succession decisions are equitable, consistent, and aligned to diversity and equal opportunity principles across the company.

Signature: 

Date: 23/02/2024

Position: Chief Executive Officer