

## POLICY STATEMENT

### Introduction

At Eventhire Group, we are unwavering in our commitment to maintaining a diverse and inclusive workforce operating in an environment that is free from discrimination. An inclusive work culture where people of different backgrounds are valued equally will ensure better outcomes. We continually engage with our staff as well as external partners, to help us to understand how we can make our workplace more inclusive and gain an insight into what our staff need most from us.

The Company will seek to promote the principles of equality, diversity and inclusion in all its dealings with employees, workers, job applicants, clients, customers, suppliers, contractors, recruitment agencies and the general public.

Everyone who acts on the Company's behalf is required to adhere to this policy when undertaking their duties or when representing the Company in any other guise.

### Unlawful discrimination

Unlawful discrimination of any kind in the working environment will not be tolerated and the Company will take all necessary action to prevent its occurrence.

Specifically, the Company aims to ensure that no employee, worker or job applicant is subject to unlawful discrimination, either directly or indirectly, on the grounds of gender, gender reassignment, race (including colour, nationality, caste and ethnic origin), disability, sexual orientation, marital status, part-time status, pregnancy or maternity, age, religion or belief, political belief or affiliation or trade union membership.

This commitment applies to all aspects of employment, including:

- Recruitment and selection, including advertisements, job descriptions, interview, and selection procedures
- Training
- Promotion and career-development opportunities
- Terms and conditions of employment, and access to employment-related benefits and facilities
- Grievance handling and the application of disciplinary procedures
- Selection for redundancy

Equality, diversity, and inclusion practice is developing constantly as social attitudes and legislation change. The Company will review all policies and implement necessary changes where these could improve equality of opportunity.

### Inclusion

Everyone within the Company must fully understand and comprehend how this policy will affect them, and they must abide by the following when carrying out their duties. When working for or representing the Company you must:

- Ensure that you are always presenting the best of yourself at work and in supporting your colleagues so that we encourage an engaged, welcoming and committed workplace which releases the potential of all involved.
- Understand the policies surrounding Equality, Diversity and Inclusion in relation to your role, and how they affect not only you but your fellow colleagues.
- Be receptive and open to differences and where appropriate challenge your own thinking to ensure you do not fall foul of making assumptions about others.

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- Understand the negative impact discrimination of any kind can have on the Company, our customers and your colleagues.
- Follow the appropriate channels to challenge behaviours that are not in keeping with this policy.
- Ensure that the Company's Equality, Diversity and Inclusion Policy is at the forefront of your mind when dealing with customers in order to respect their differences so that you represent the Company in the correct light.

### **Managers**

In addition, managers must:

- Establish inclusive values throughout your team to ensure differences are being valued and inappropriate behaviour is being challenged swiftly.
- Take appropriate action where there is a clear breach of the Company's Equality, Diversity and Inclusion Policy in order to discourage such behaviour.
- Be a role model to your team to demonstrate your own actions and behaviours are in line with those of the Company's inclusion commitment; and
- Consider all steps to ensure inclusion is incorporated within every stage, ensuring that all decisions are based completely on merit and opportunities to develop skills and potential are available to all.

### **Career development**

Whist positive measures may be taken to encourage under-represented groups to apply for vacancies, recruitment or promotion will be based solely on merit.

Everyone will have equal access to training and other career-development opportunities appropriate to their experience and abilities.

However, the Company may take appropriate positive action measures (as permitted by equal opportunities legislation) to provide specialist training and support for groups that are under-represented in the workforce.

### **Complaints of discrimination**

Everyone is responsible for the promotion and advancement of this policy. Behaviour, action, or words that breach the policy will not be tolerated and could be deemed an act of discrimination.

The Company will treat seriously all complaints of discrimination made by employees, clients, customers, suppliers, contractors or other third parties and will act where appropriate.



L Vipond  
Managing Director  
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