

## EQUAL OPPORTUNITIES POLICY STATEMENT

RJ Urmson Group consists of the following companies: RJ Urmson Commissioning Engineers Ltd, Urmson LLP, National Hygiene Services Ltd and Urmson Fire Specialists Ltd.

### Our Values

RJ Urmson Group are committed to ensuring there is transparency in our business and in our approach to eliminating discrimination and encouraging diversity amongst our workforce and supply chains, consistent with our disclosure obligations under the Human Rights Act 1998 and Equality Act 2010.

### Our Principles

RJ Urmson Group will continuously identify, assess, manage and improve the elements of our operation that impact on equal opportunities. In line with sound business practice we will:

- Create an environment in which individual differences and the contributions of all our staff are recognised and valued
- Not tolerate any form of intimidation, bullying or harassment
- Make available training, development and progression opportunities to all personnel
- Provide equality in the workplace and implement good management practice that makes sound business sense
- Review any employment practices and procedures regularly to ensure fairness and commitment to equal opportunities across all aspects of employment, including: advertisements for employment; job descriptions; the recruitment and selection process; training promotion; career development opportunities; terms and conditions of employment; disciplinary and grievance procedures; and redundancy selection
- Ensure any breaches of our equal opportunities policy will be regarded as misconduct and could lead to disciplinary action
- Monitor and review the equal opportunity policy annually. Any changes required in order to reflect current legislation; changes in social attitudes or assist in improvements to equality of opportunity will be implemented

### Employee / Agent Commitment

RJ Urmson Group expect employees to support this commitment to equal opportunities and to assist in its realisation. All sub-contractors, whether part-time, full-time or temporary, will be treated fairly and with respect.

### Policy Control and Review

The Director has primary and day-to-day responsibility for implementing this policy. Copies of this policy will be displayed at all RJ Urmson Group locations, communicated to every employee and be available to all other interested parties. Policy changes will be approved and communicated by the Director.



Rob Urmson  
Director