

## **Social Responsibility, Diversity and Equal Opportunity Policy**

### **Purpose**

The purpose of this policy is to describe EODEX UK Subsea Limited (EODEX) commitment to provide a safe working environment in line with best practice and legislative compliance.

### **Scope**

This policy sets out the process and the employee responsibilities to help comply with the respective safe systems of work and to ensure as a company we meet legislative requirements.

### **Policy**

EODEX is committed to encouraging equality and diversity among our workforce and eliminating unlawful discrimination.

The aim is for our team to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

EODEX - in providing services and/or facilities - is also committed against unlawful discrimination of customers or the public.

#### **EODEX commits to:**

- provide equality, fairness, and respect for all in our employment, whether temporary, part-time, or full-time.
- not unlawfully discriminate because of the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex (gender) and sexual orientation.
- oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms, and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training, or other developmental opportunities.
- encourage equality and diversity in the workplace as they are good practice and make business sense.
- create a working environment free of bullying, harassment, victimisation, and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.

This commitment includes training managers and all other employees about their rights and responsibilities under the equality policy. Responsibilities include staff conducting themselves

to help EODEX provide equal opportunities in employment, and prevent bullying, harassment, victimisation, and unlawful discrimination.

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation, and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public.

- take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of EODEX work activities.

Such acts will be dealt with as misconduct under EODEX grievance and/or disciplinary procedures, and any appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

- make opportunities for training, development, and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of EODEX.
- decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
- review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.
- monitor the make-up of the workforce regarding information such as age, gender, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality and diversity, and in meeting the aims and commitments set out in the equality policy.

Monitoring will also include assessing how the equality policy, and any sporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

## Policy Review

It is the responsibility of everyone in the business to comply with this policy and its associated arrangements as an integral part of their day-to-day business.

The policy will be reviewed annually, as a minimum by the Directors in consultation with the Head of HSEQ and amended as required by law should new legislation come into force or to ensure it remains relevant and appropriate to the organisation. This has been endorsed by the Board at EODEX who take direct responsibility for its execution.



Simon Welling  
Group Managing Director  
EODEX UK Subsea Limited

12<sup>th</sup> June 2023