

Equality and Diversity Policy Statement

JG Bricklaying Ltd

Our Commitment

At **JG Bricklaying Ltd**, we believe in the value of a diverse, inclusive, and respectful workplace. We are committed to providing equal opportunities to all individuals and fostering an environment where everyone feels valued and empowered to succeed.

We aim to ensure that all employees, job applicants, contractors, customers, and other stakeholders are treated fairly and without discrimination on the basis of:

- Age
- Disability
- Gender reassignment
- Marital or civil partnership status
- Pregnancy or maternity
- Race, ethnic or national origin
- Religion or belief (or lack thereof)
- Sex
- Sexual orientation

We will not tolerate any form of **discrimination**, including:

- **Direct discrimination**
- **Indirect discrimination** (where a neutral policy disadvantages certain groups without justification)
- **Harassment**
- **Victimisation** (where individuals are treated unfairly because they have raised a concern about discrimination)

Scope

This policy applies to all employees, managers, contractors, and applicants, and covers all aspects of employment, including recruitment, training, promotion, pay, and workplace behaviour.

All personnel are instructed that:

1. There shall be **no discrimination** on any of the grounds listed above.
2. Every employee has a **personal responsibility** to uphold and apply this policy, including in interactions with clients, contractors, and colleagues.

3. Those involved in recruitment, selection, promotion, and training have a **special duty** to apply this policy fairly and consistently.
 4. Any **breach** of this policy will be treated as a **serious disciplinary matter**, and may result in dismissal.
 5. If in doubt, staff should seek guidance from their line manager or the Legal Department.
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Raising Concerns

1. The Company will **promptly investigate** any reported incident of discrimination.
 2. Employees who believe they have been subject to discrimination are encouraged, where appropriate, to raise the issue informally with the person involved. If not appropriate or effective, they should speak with their **line manager**.
 3. Any employee who witnesses behaviour that breaches this policy is encouraged to report the incident to their **line manager** or the **Contracts Director**.
 4. All concerns will be handled **confidentially** and sensitively. Retaliation for raising a concern is strictly prohibited.
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Recruitment and Selection

1. Selection criteria and procedures will be regularly reviewed to ensure fairness and compliance with this policy.
 2. Wherever possible, **more than one person** will be involved in recruitment decisions.
 3. Employees involved in recruitment will receive appropriate **equal opportunities and bias awareness training**.
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Monitoring and Review

- This policy will be **reviewed annually** to ensure it remains current and effective.
 - Monitoring may be conducted to identify and remove unnecessary barriers and promote inclusivity, while respecting **data protection regulations**.
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Responsibilities

1. While overall responsibility lies with **JG Bricklaying Ltd**, each employee has a duty to **support and uphold** this policy.
 2. The **Managing Director** is accountable for ensuring this policy is implemented effectively throughout the organisation.
 3. Line managers are responsible for ensuring compliance within their teams and addressing any issues fairly and promptly.
 4. Failure by any manager or employee to implement or adhere to this policy may be treated as a failure in their duties.
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Communication and Access

- A copy of this policy is provided to all employees upon joining the Company.
 - Copies can be made available to external organisations and agencies upon request.
 - This policy is **not contractual**, but all employees are expected to comply with its provisions as part of the Company's code of conduct.
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Signed:



J Gwyther

Managing Director

Date: 23.05.2025