



## Diversity, Equality and Inclusion Policy

WaterWise Utilities Ltd will treat all employees with dignity and respect and provide a working environment free from discrimination. It will conduct its business at all times in a manner consistent with this aim. Every step will be taken to ensure that employees and job applicants are treated equally and fairly and that decisions on recruitment, selection, training, promotion, pay and career management are based solely on objective and job related criteria.

The company is fully committed to the principle of equal opportunities in recruitment and employment and opposes all forms of unlawful or unfair discrimination including those on the grounds of:-

- age
- disability
- ethnic or national origin
- gender
- marital status
- race
- religion
- sexual orientation

Employees at all levels within the company are responsible for ensuring that their own conduct whilst at work is consistent with this equal opportunities policy. In particular they must not:-

- discriminate against customers, other employees or job applicants, or harass them;
- induce; or attempt to induce, other employees to practice unlawful discrimination;
- Victimise individuals who have made allegations or complaints of discrimination, or provided information about such discrimination.

The company will treat seriously any breaches of this policy. All instances of actual, or alleged, inappropriate behaviour will be fully investigated and may be subject to disciplinary procedures.

The company will pro-actively monitor job applicants to ensure equal opportunities is an integral factor in recruitment and the policy will be reviewed on an annual basis or when there is a change in legislative requirements.

As Managing Director I retain overall responsibility for this policy; the implementation of the policy will be delegated to all employees.

As with all other policies the Equal Opportunities Policy will be communicated to all new employees at induction into the business and communicated to all existing employees by their line management at team talks.

Signed:  
2022  
Managing Director

Date 1<sup>st</sup> January  
Review 31<sup>st</sup> December 2022