

## **EQUALITY, DIVERSITY & INCLUSION POLICY**

***Bilbrey Construction, Inc. is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination.***

The aim is for our workforce 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.

### **THE POLICY'S PURPOSE IS 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 color, nationality, and ethnic or national origin), religion or belief, sex and sexual orientation.
- Oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, discipline, dismissal, selection for employment, promotion, training or other developmental opportunities.

### **BILBREY CONSTRUCTION COMMITS TO:**

- Encourage equality, diversity and inclusion in the workplace as they are sound principles and make good business sense.
- Create a working environment free of bullying, harassment, victimization and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognized and valued.
- This commitment includes training managers and all other employees about their rights and responsibilities under the equality, diversity and inclusion policy. Responsibilities include staff conducting themselves to help the company provide equal opportunities in employment, and prevent bullying, harassment, victimization and unlawful discrimination.
- Such acts will be dealt with as misconduct under Bilbrey Construction, Inc. employee handbook under disciplinary action procedures.
- Sexual harassment may amount to both an employment disciplinary action, as well as a criminal matter, such as in sexual assault allegations. In addition, harassment is not limited to circumstances where harassment relates to a protected characteristic is a criminal offense.

- Provide yearly training to all staff from a third party to provide an understanding, real world experiences and a comfort level to discuss in an open forum so that we may all learn, and engage to provide a safe work environment for all.
- 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.
- Management monitor's the current workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief.

**Our Equality, Diversity and Inclusion Policy is fully supported by Bilbrey Construction, Inc. Management.**

Robert M. Lemaster, President

A handwritten signature in blue ink, appearing to read "Robert M. Lemaster, P.M.S.", written over the printed name and title.

Bilbrey Construction, Inc.