

DIRECT DEFENCE SOLUTIONS LTD

Equality and Diversity

POLICY STATEMENT	INITIAL REVISION
ISSUE DATE:	AUG 2018
POLICY-017	Prepared & Approved by: Director

Policy Statement

DIRECT DEFENCE SOLUTIONS LTD is committed to the principles of Equality and Diversity for its customers, employees and contractors. This commitment underpins and further impacts upon every area of operational activity and directly influences how the Company operates and seeks to operate in the future.

The Company is directly opposed to any form of discrimination or implied discrimination and will regularly monitor policy and practice. It recognises that to redress inequalities positive action will have to be taken in appropriate areas where necessary and is committed to ensuring that a management process to achieve this exists and is implemented.

Introduction to the Equality and Diversity Policy

This written policy for Equality and Diversity will be available to everybody, including Directors, employees, outside partners, consumers and all customers.

The Company will also ensure that information about this policy is included in assignment instructions for guidance whilst working for the Company, so that each person owns the responsibility of promotion and implementation of Equality and Diversity.

The policy and its outcomes will be monitored and evaluated regularly, including at management review meetings.

The Equality and Diversity Policy has been developed within the framework of existing legislation. This commitment to continual evaluation will ensure that all new or anticipated legislation will be reviewed and incorporated within the policy as appropriate. The attached appendices lists legislation reflected in the Policy, although this is not limited or designed to be exclusive or exhaustive.

Definition of Terms

- **Direct Discrimination** occurs when any person is treated less favorably than others on grounds of their gender, sexuality, race, nationality (including citizenship), ethnic or national origins, religion, marital status or disability.
- **Indirect Discrimination** occurs when a rule or condition or requirement that applies equally to

DIRECT DEFENCE SOLUTIONS LTD

Equality and Diversity

POLICY STATEMENT	INITIAL REVISION
ISSUE DATE:	AUG 2018
POLICY-017	Prepared & Approved by: Director

everyone has a disproportionately adverse effect on people from any disadvantaged group.

- **Victimization** occurs when another discriminates against a person for taking action under any named Act or supporting such action.
- **Harassment** occurs when a person is subjected to unwelcome or inappropriate behavior that undermines, demeans, offends, insults or injures them; creates an unpleasant working or learning environment; and/or threatens their job security, promotion prospects or the outcome of their studies.

Quality issues in Equality and Diversity

The Company must:

- Reflect the needs of all staff, ensuring the Company meets the diverse needs of staff from all and/or under-represented groups.
- Agree targets as appropriate to increase access and participation to an enriched working experience from all groups of staff; to close equality gaps in job outcomes.
- Recognize that close and full involvement in the Company of women and men from all and/or under-represented groups will help strengthen and deepen its roots in the local community.
- Develop the reputation and practice that will attract the very best job applicants from all backgrounds.
- Ensure that there are high standards and arrangements for quality assurance in Equality and Diversity
- Ensure that management aims, objectives, targets and criteria for Equality and Diversity as embodied in strategic and operating plans are supported and understood by all staff.
- The Directors who oversee the Company's Equality and Diversity strategic direction will regularly evaluate the performance of the Company in this area.
- Ensure that any evidence through analysis of under representation and/or under achievement by a

DIRECT DEFENCE SOLUTIONS LTD

Equality and Diversity

POLICY STATEMENT	INITIAL REVISION
ISSUE DATE:	AUG 2018
POLICY-017	Prepared & Approved by: Director

particular group of staff will be addressed as far as is reasonably possible

APPENDIX 1

LEGISLATION

This policy reflects, but is not limited to, legislation from the following acts:

- Race Relation Act 1976 (Amendment 2000)
- The Employment Equality (Age) Regulations 2006
- Sex Discrimination Acts of 1975 (Amendment 2003)
- Rehabilitation of Offenders Act 1974
- Criminal Justice and Court Services Act 2000
- Children Act 1989
- Protection of Children Act 1999
- Human Rights Act 1998
- Anti-Harassment Act 1974
- Disability Discrimination Act 1995 (Amendment 2005)
- Public Order Act 1986
- Disabled Persons (Employment) Act 1970
- Equal Pay Act 1970 (and 2003 Amendment)
- Employment Rights Act 1996
- Health, Safety and Welfare at Work Act 2005
- Special Educational Needs and Disability Act 2001
- Employment Act 2002
- The Equality Act (Sexual Orientation) 2007
- The Employment Equality (Religion or Belief) Act 2003

APPENDIX 2

STATEMENT OF INTENT ON SEXUAL ORIENTATION

3

DIRECT DEFENCE SOLUTIONS LTD

Equality and Diversity

POLICY STATEMENT	INITIAL REVISION
ISSUE DATE:	AUG 2018
POLICY-017	Prepared & Approved by: Director

Position Statement

DIRECT DEFENCE SOLUTIONS LTD is working actively to create a supportive and inclusive environment for all women and men, which are conducive to excellent practice training and employment. We will actively combat discrimination, sexual harassment or unfavorable treatment in every area of Company life.

The Company's aim is to eradicate discrimination on the grounds of sexuality and to promote equality of opportunity for all.

Principles

1. We strongly oppose discrimination on grounds of sexuality and are committed to taking positive action to identify and remove homophobia from Company life.
2. Homophobic harassment will not be tolerated in any area of Company life. Company commitments will be made explicit to staff and sexual harassment and discrimination will be vigorously challenged through Company disciplinary procedures.

We recognize that different forms of disadvantage can interact and the damaging effects this has on an individual or group. At DIRECT DEFENCE SOLUTIONS LTD we will take action to break this cycle comprehensively.

This Statement complements the Equality and Diversity Policy of DIRECT DEFENCE SOLUTIONS LTD

APPENDIX 3

GENDER EQUALITY STATEMENT OF INTENT

Position Statement

DIRECT DEFENCE SOLUTIONS LTD is working actively to create a supportive and inclusive environment for both women and men, which enable full participation and success in training and employment. We will open

4

DIRECT DEFENCE SOLUTIONS LTD

Equality and Diversity

POLICY STATEMENT	INITIAL REVISION
ISSUE DATE:	AUG 2018
POLICY-017	Prepared & Approved by: Director

up choices and career paths by actively combating discrimination in every area of Company life. DIRECT DEFENCE SOLUTIONS LTD will not allow sexual harassment or unfavorable treatment in any form.

The Company's aims to eradicate discrimination on the grounds of gender and to promote equality of opportunity for all.

Principles

1. We strongly oppose sexism and are committed to taking positive action to identify and remove sexism in Company life.
2. We will monitor the participation, performance and progress of female and male employees and act to address inequalities as appropriate.
3. We will take positive action to encourage staff into non-traditional areas of so that gender stereotyping becomes the exception and not a rule.
4. Sexual harassment will not be tolerated in any area of Company life. Company commitments will be made explicit to staff and sexual harassment and discrimination will be vigorously challenged through Company disciplinary procedures.
5. Employment policies and procedures will be family friendly and opportunities for professional development will be organized to ensure that those with external care commitments have opportunities to participate.

We recognize that different forms of disadvantage can interact and the damaging effects this has on an individual or group. At DIRECT DEFENCE SOLUTIONS LTD we will take decisive action to break this cycle comprehensively.

APPENDIX 4

STATEMENT OF INTENT ON RELIGIOUS BELIEFS

5

DIRECT DEFENCE SOLUTIONS LTD

Equality and Diversity

POLICY STATEMENT	INITIAL REVISION
ISSUE DATE:	AUG 2018
POLICY-017	Prepared & Approved by: Director

Position Statement

The right to freedom of thought, conscience and religion is recognized as absolute. DIRECT DEFENCE SOLUTIONS LTD will welcome and support diversity of belief providing the manifestation of those beliefs is not contrary to the Company's values of inclusiveness, transformation and success. DIRECT DEFENCE SOLUTIONS LTD respects the heritage that diversity of belief represents, and recognizes that diversity enriches our culture and is the natural outcome of a free society.

DIRECT DEFENCE SOLUTIONS LTD aims to promote tolerance, understanding and the mature development of beliefs and value systems.

Principles

1. Members of any religion, or none, will be treated with equal dignity and fairness. Harassment, religious or racial discrimination and incitement to religious hatred will be vigorously addressed through Company disciplinary procedures.
2. We will respect the religious needs of staff as far as practicable and when not likely to adversely affect the core requirements of the Company or its customers.
3. Requests for extended unpaid staff leave to meet particular religious or cultural requirements will be considered sympathetically where sufficient notice is provided and the Company can maintain the expected standard of customer service during such absence.
4. The Company will evaluate staff feedback to remain alert to patterns of inequality and related concerns which are not identified through any statistical monitoring tools.

Communication and Review:

This policy is communicated to all stakeholders including authorities and any member of the public via published website, handbook and notice boards and on request.

DIRECT DEFENCE SOLUTIONS LTD

Equality and Diversity

POLICY STATEMENT	INITIAL REVISION
ISSUE DATE:	AUG 2018
POLICY-017	Prepared & Approved by: Director

We undertake to continually review of this policy within the framework of our Integrated Management Systems in our Management Review meetings and on as and when required basis with the overarching aim of conducting our activities in a manner, which does not affect the quality environment and health and safety of DIRECT DEFENCE SOLUTIONS LTD.

Prepared and Signed by Director:

Date: