



Equal Opportunities Policy

Introduction

This policy statement applies equally across all Supreme Group businesses (hereafter, “the Company”).

Purpose and scope

This policy sets out how the Company upholds inclusion in the workplace and it applies to all employees and to those approved 3rd parties operating on behalf of the Company.

Policy objectives

Our people are what make the Company great coming, as they do, from a wide range of cultures and bringing with them a diverse range of experiences, talent and capabilities. Our approach to business is underpinned by a belief that all individuals should be treated fairly and have access to equal opportunities, regardless of their status.

The Company’s approach is based on three key principles:

Inclusion – we create a working culture where we value the whole person and the experiences they bring to work; everyone has the opportunity to develop and professionally grow.

Equality – we promote equality by removing barriers, eliminating discrimination and ensuring equal opportunity and access for all groups of people throughout the Company at all levels.

Diversity – we accept each of our employees as individuals in their own right who must believe they are valued for their contributions.

Requirements

- No applicant or employee will receive less favourable treatment on the grounds of sex, race, age, ethnic origin, marital status, pregnancy and maternity, civil partnership status, any gender re-assignment, religion or belief, sexual orientation, disability or part-time/fixed-term work;
- Employees will be protected from discrimination by association;
- Inclusion, equality and diversity will be promoted within the workplace;
- The Company will promote a culture where employees recognise the value that an inclusive workforce brings to the business and where colleagues are treated with dignity and respect; and
- The Company will create an environment where anyone believing they have been subjected to discrimination, victimisation, bullying or harassment in the workplace feels safe to raise their concerns.

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Responsibilities

Managers

- Ensuring the policy and all supporting strategies and procedures are distributed, implemented, understood and complied with;
- Leading by example in driving compliance throughout the business and, in doing so, protect the Company's brand and reputation.

All Company employees

- Carrying out their duties in line with this policy and any and all relevant associated processes and procedures;
- Challenging colleague behaviour that falls short of the expectations of this policy; and
- Identifying any breaches of this policy and reporting them, in the first instance, to their line manager.

Policy Review

This policy will be reviewed at least annually or sooner in the event of legislative or regulatory changes. All amendments will be communicated throughout the Company.

Signed By: ***Muhammad Khan***

CEO of SUPREME FACILITIES LTD

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