

## **Equality and Diversity Management Policy**

### **1. Overview and Purpose**

EFD Group aims to be an exemplar organisation, demonstrating excellence in equality and diversity. We strive to be inclusive through respecting one another, promoting and achieving equality of opportunity, and valuing diversity.

### **2. Scope**

This policy applies to all EFD employees (permanent, contract and temporary), contractors, consultants and all other workers in the company and its subsidiaries, including all personnel affiliated with third parties.

### **3. Policy**

3.1 We recognize that people have preferences in relation to the world around them. However, every employee has a responsibility to ensure that decisions made at work are not affected by bias or prejudice.

3.2 Equality and diversity are central to our daily working life at EFD Group. We aim to prevent and remove unfair discrimination, harassment and victimization at work, to promote equality of opportunity in all that we do, and to value and respect differences.

3.3 In this regard, EFD Group strive to:

- eliminate discrimination, harassment and victimization at our workplace
- Advance equality of opportunity between people who share protected characteristics and those who do not
- Foster good relations between people who share protected characteristics and those who do not

3.4 All employees have a responsibility to challenge, report and/or directly dealing with discriminatory behavior, unfair treatment, harassment or bullying at EFD Group. Our Whistleblowing Policy and Employee Grievance Policy outlines the process through which our employees may raise their concerns.

### **4. Policy Compliance**

#### **4.1 Compliance Measurement**

The Group will verify compliance to this policy through various methods, including but not limited to business tool reports, internal and external audits, and feedback to the policy owner.

#### 4.2 **Exceptions**

Any exception to the policy must be approved by the policy owner in advance.

#### 4.3 **Non-Compliance**

An employee found to have violated this policy may be subject to disciplinary action, up to and including termination of employment. We may take legal action in cases of any unlawful behavior.