



Severn Group

# Equality, Diversity and Inclusion Policy

AUGUST 2022

We prize the sense of belonging and family spirit across our operations. Everyone at Severn Group contributes to our success – we are incentivised and empowered to positively impact business achievements, environmental sustainability and high performance in safety.

# Introduction

At Severn we are guided by our values in everything we do, and recognise that being a diverse and inclusive employer is fundamental to our success. Severn operates in many different parts of the world each with its own unique cultural identity. We continually strive to understand and value our different backgrounds, perspectives and experiences and by leveraging these differences we encourage innovation. This Policy sets out our commitment to encouraging equality, diversity and inclusion, and eliminating all forms of discrimination.

## Who does this Policy apply to?

This Policy applies to our Board, employees, customers and suppliers. Our aim is for our workforce to be truly representative of all sections of society and for our customers, and for each employee to feel a sense of belonging.

## Our Policy's purpose

1. Provide equality, fairness and respect for all in our employment, whether temporary, permanent, part-time, full-time or working flexibly.

2. Ensure people are treated fairly and not discriminated against based on the grounds of:

- age
- disability
- gender reassignment
- marriage or civil partnership
- pregnancy and maternity
- race (including colour, nationality, and ethnic or national origin)
- religion or belief
- sex
- sexual orientation

3. Oppose and avoid all forms of unlawful discrimination. This includes the following circumstances:

- pay and benefits
- terms and conditions of employment
- dealing with grievances and discipline
- dismissal
- redundancy
- leave for parents and carers
- requests for flexible working
- selection for employment, promotion, training or other developmental opportunities

# Our Commitments

## The Company commits to:

1. Encourage equality, diversity and inclusion in the workplace as best practice.
2. Create a working environment free of bullying, harassment, victimisation and discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all employees are celebrated and valued.

This commitment includes training managers and all other employees about their rights and responsibilities under this Equality, Diversity and Inclusion Policy. Responsibilities include employees helping the Company provide equal opportunities in employment, and preventing bullying, harassment, victimisation and discrimination.

All employees should understand that they personally, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public.

3. Take seriously complaints of bullying, harassment, victimisation and discrimination by fellow employees, customers, suppliers, the public and any others in the course of the Company's work activities.
4. Make opportunities for training, development and progress available to all employees, who will be helped and encouraged to develop their full potential.
5. Implement a fair inclusive recruitment process which makes decisions concerning employees based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act 2010).
6. Review and update employment practices and procedures when necessary to ensure fairness and take account of changes in the law.
7. Monitor the make-up of employees regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in this Equality, Diversity and Inclusion Policy.

Monitoring will also include assessing how the Equality, Diversity and Inclusion Policy, and any supporting action plans, are working in practice, reviewing them annually, and considering and taking action to address any issues.

# The Approach

## Raising Concerns

Employees should refer to the Company's Grievance and Disciplinary Policies which outline the relevant procedures. This includes with whom an employee should raise a grievance – this will be the line manager in the first instance or the People Department.

Any complaints will be dealt with under the Company's Grievance and Disciplinary Policies, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal. This applies to the most senior levels of management as well as to other employees. Further, some forms of harassment may amount to both an employment rights matter and a criminal matter.

## Dealing with Personal Data

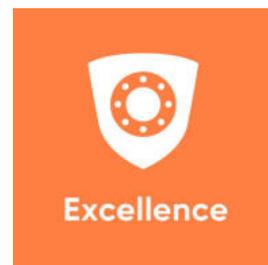
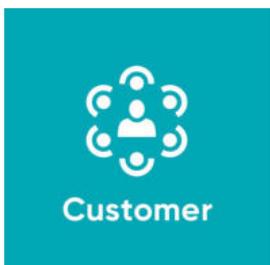
For information about our processing of personal data under this Policy, including details of our legal grounds for doing so, how long we retain such personal data, who your personal data is shared with, your rights under data protection law and who you should contact if you have any concerns, please see our employee privacy notice, which can be accessed via the Policy Hub of the Groups' SharePoint site or a copy obtained from Group Data Protection Lead.

## Agreement to follow this Policy

This Equality, Diversity and Inclusion Policy is fully supported by The Board and Executive Committee and has been agreed with the ESG Committee.

This Policy is non-contractual and may be amended at any time.

This Policy should be read in conjunction with the Code of Conduct, the Disciplinary and Grievance Policy and The Recruitment Policy. All Severn Group Policies can be accessed on the Policy Hub of the Groups' SharePoint site.





At Severn Group, our business success flows from expertise – from technical knowledge and experience that position us as a leader in our field. Not everything, however, can be engineered. The Values which underpin that success stem instinctively from the culture we seek to sustain. Everything we do is tested against our Values, and our people are encouraged to apply them every day: they are the stewards of our brand, our reputation, our heritage, our ambitions.



**Customer**



**Integrity**



**Excellence**



**Accountability**



**SEVERN**  
Superior Valve Engineering