

## **EQUAL OPPORTUNITIES AND DIVERSITY POLICY STATEMENT**

The Company is an equal opportunity employer. Our employees are diverse and have been chosen for their experience, potential and personal attributes regardless of race, colour, nationality, ethnic origin, religion or belief, gender, sexual orientation, gender reassignment, marital status, age or disability.

We aim to ensure that employees achieve their full potential and that all employment decisions are taken without reference to irrelevant or discriminatory criteria. We have adopted an Equality and Diversity Policy as a means of helping to achieve these aims. The Company is fully committed to this Policy detailed in the GRM Employee hand book and introduced to new employees during their induction.

All employment decisions, including recruitment and selection, appraisal and counselling, training and promotion and pay and conditions, will be made on the basis of fair and objective criteria. The Company's HR consultants inform on changes in best practice and our policy is reviewed to ensure compliance.

Equal opportunities also apply in our day-to-day approach to our colleagues, which is one of mutual trust and respect.

The requirements of job applicants and existing employees who have or have had a disability will be reviewed to ensure that whatever possible reasonable adjustments are made to enable them to enter into or remain in employment with us. Promotion opportunities, benefits and facilities of employment will not be unreasonably limited and every reasonable effort will be made to ensure that disabled employees participate fully in the workplace.

Person and job specifications will be limited to those requirements, which are necessary for the effective performance of the job. Interviews will be conducted on an objective basis and personal or home commitments will not form the basis of employment decisions.

Flexible working requests will be reviewed on their merits as and when made. Where a substantial break from work has occurred a programme of training will be made available.

We are committed to ensuring that all our staff and applicants for employment are protected from unlawful discrimination and harassment during and in connection with their employment at the Company.

The Company has a strong commitment to the further development of its existing workforce and internal promotion is encouraged. Where a particular vacancy is identified that can not be filled internally, then the position will be advertised on the company website.

**Signed on behalf of GRM Development Solutions Ltd. Board of Directors:**

A handwritten signature in blue ink that reads "Geoffrey Beckett". The signature is written in a cursive, flowing style.

**Geoffrey Beckett**  
**Director**

**Date: 30<sup>th</sup> January 2025**