



Purpose and scope

This policy sets out how we uphold diversity and equality in the workplace. It applies to all employees, in all areas in which Railscape Ltd operates.

Policy objectives

People are what make Railscape great. Our people come from a range of cultures and experiences – and the fresh thinking and passion they bring to work every day is a direct result of that tremendous diversity. Our approach to business is underpinned by a belief that all individuals should be treated fairly and has access to equal opportunities, regardless of their status. To attract, recruit, develop and retain the very best people at all levels, we are committed to respecting and embracing talent and working to support a culture that is inclusive and reflective of our vision and values.

We also look for high levels of diversity and inclusion in our suppliers, and encourage them to adopt similar philosophies in their relationships with their own employees and suppliers.

Our approach is based on three key principles:

Equality – we promote equality by removing barriers, eliminating discrimination and ensuring equal opportunity and access for all groups of people, both within Railscape and externally amongst those organisations and stakeholders with whom we have working relationships.

Diversity – we accept each person as an individual. Our success and competitiveness is built on our ability to embrace diversity – and we believe that everyone should feel valued for their contributions. By working together we will deliver the best possible solutions for our people, our clients and our business.

Inclusion – we create a working culture where differences are not merely accepted, but valued; where everyone has the opportunity to develop in a way that is consistent with our vision and values. Our aim is be a company where people feel involved, respected and connected to our success.

Requirements

- No job applicant or employee should receive less favorable treatment on 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 should be protected from discrimination by association;
- Equality, diversity and inclusion should be promoted within the workplace;
- We should contribute to generating similar attitudes to ours, in terms of equality, diversity and inclusion, in the wider community. We will also look for similar principles of diversity when we select and manage relationships with our suppliers;
- Fair and equitable treatment should be the hallmark of every aspect of working life at Railscape, from our written procedures through to every decision we make;
- We should promote a culture where employees recognise the value that a diverse and inclusive workforce brings to the organisation, and where colleagues and external associates are treated with dignity and respect; and
- We should create an environment where anyone believing they have been subjected to discrimination, victimisation or harassment in the workplace, is entitled and feels safe to raise such concerns. We are committed to ensuring that the process for dealing with such concerns is straightforward and will be addressed in a compassionate, efficient and timely manner.



Responsibilities

The Managing Director is responsible for:

- Reviewing, endorsing and achieving this policy's aims.

The Directors are responsible for:

- Recognising their role in being accountable for inclusion and the development of equality and diversity awareness and will lead by example.

The HSEQ Manager is responsible for:

- Administering this policy on behalf of the Managing Director; and
- Developing and rolling out the supporting strategies to drive continual performance improvement.
- Providing relevant advice and supporting managers in championing diversity across Railscape.
- Keeping all related procedures under review and monitoring employment practices;
- Measuring, monitoring and benchmarking our demographic profile and reporting trends.

Contract Managers are responsible for:

- Ensuring that this policy and supporting strategies and procedures are distributed, implemented and complied with.
- Lead by example in protecting the Railscape image and championing knowledge sharing across the company.
- Implementing and enforcing the processes and procedures;
- Ensuring that their people are aware of their responsibilities and receive appropriate training; and
- Addressing any inappropriate behavior.

Employees are responsible for:

- Carrying out their work in line with this policy and associated procedures;
- Respecting the rights of all Railscape people to work in an environment that is free from prejudice and discrimination;
- Challenging any behavior that falls short of the expectations of this policy; and
- Identifying any breaches of this policy and reporting them to their line manager.

What will successful implementation of this policy achieve?

- Recognition by external bodies in the form of awards, nominations and accreditations;
- Continual improvement in quantitative and qualitative data trends, across the whole organisation.
- Improved benchmarking results when examining our performance against other relevant organisations or when audited by independent external bodies.

Michael Hayes
Managing Director

Reviewed: 16th November 2022