SH PROFESSIONAL SERVICES

Ref: SHPRCO016

Diversity, Equity and Inclusion Policy Statement

Approved by: Board & RCO Committee | Version: 1.1 | Effective date: 1 October 2026 | Next review: 1 October 2027

SH Professional Services Ltd (we, us, our) is committed to creating and sustaining a diverse, equitable and inclusive environment in which everyone is treated with dignity and respect. We value the different backgrounds, perspectives and experiences that our people, clients and partners bring, and we believe they make us better at what we do.

1. Scope

This statement applies to everyone who works for or with us, including employees, applicants, contractors, clients and suppliers, and to all aspects of how we work, including recruitment, development, engagement and the way we deliver our services.

2. Our commitment

We are committed to complying with the Equality Act 2010 and to not tolerating discrimination, harassment or victimisation on the basis of any protected characteristic: age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

- Diversity: we seek to attract and retain people from a wide range of backgrounds, and we value difference.
- Equity: we aim to remove barriers and provide fair access and opportunity, including by making reasonable adjustments for disabled people and others who need them.
- Inclusion: we foster a culture in which everyone feels respected, able to contribute, and able to be themselves.

3. How we put this into practice

- We base recruitment, development and progression decisions on merit and the requirements of the role.
- We make reasonable adjustments so that people can take part fully in work and in our services.
- We expect everyone acting for us to treat others fairly and respectfully, and not to engage in or tolerate discrimination, harassment or victimisation.
- We aim to make our services accessible to clients regardless of background or circumstance.

4. Responsibilities and raising concerns

Everyone who works for or with us is responsible for upholding this policy. Our directors are responsible for promoting it and leading by example. Anyone who experiences or witnesses discrimination, harassment or victimisation is encouraged to raise it with a director, and concerns will be taken seriously and handled sensitively. No one will be treated less favourably for raising a genuine concern.

5. Review

We review this policy regularly to ensure it remains effective and reflects our obligations and good practice.