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Services to the Onshore Natural Gas Industry

Equality, Diversity and Inclusion Policy

Wilcock Consultants Limited is committed to encouraging equality, diversity and inclusion amongst it's workforce, and eliminating unlawful discrimination. We aim for the workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

The policy's purpose is to:

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

- Not unlawfully discriminate under the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex and sexual orientation.

- Oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities.

Recruitment and Employment

Wilcocks specifically undertakes to comply with all relevant legislation and published good practice and our practices have been developed in accordance with published guidance from ACAS and the Equality and Human Rights Commission. We believe that it is in the company's best interests, and those of all who work in it, to ensure that the human resources, talents and skills available throughout the community are considered when employment opportunities arise.

Every possible step will be taken to ensure that individuals are treated equally and fairly and that decisions on recruitment, selection, training, promotion, and career management are based solely on objective and job related criteria. All workers, whether part-time, full-time or temporary, will be treated fairly and with respect. All workers will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.

We are committed to creating an environment in which individual differences and the contributions of all our workers are valued and recognised. Every worker is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.

Customers

Wilcock Consultants Limited fully recognises it's responsibilities to it's customers and includes in the definition of it's customers it's clients personnel and it's clients customers, where the company personnel have any interaction with them or where the actions of company personnel have any potential impact on them. Consultants placed with Clients are required to work strictly in accordance with Client requirements and expectations as to standards of behaviour and this is reflected in company guidance issued to consultants. Head office personnel and project staff are required to work in accordance with company guidelines. Any potential interaction with the public which could relate to company responsibilities under the Equality Act will be identified in accordance with the Quality Management System and appropriate standards set and controls implemented to ensure compliance.

Action to Implement the Policy

In order to put this policy into practice in the day-to-day operation of the business we will:

- Display this policy on our website and ensure every worker provides written confirmation, upon engagement with Wilcocks, that they adhere to the policy.

- Train managers and all other workers about their rights and responsibilities under the equality, diversity and inclusion policy. Responsibilities include workers conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.

- Consult with the workforce on equality, diversity and inclusion issues.

- Ensure opportunities for training, development and progress are available to all workers, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.

- Ensure that contracts for services and all personnel management issues reflect current legislation and are managed in accordance with principles stated in this policy.

- Examine and review existing practices and procedures for recruitment, selection, promotion and training, to ensure effective implementation of this policy and also update them and the policy to take account of changes in law.

- Monitor the make-up of the workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability to encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy.

- Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow workers, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities. Such acts will be dealt with as misconduct under the organisation's

grievance and disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

The Directors and Managers of the Company fully support this policy statement and it is understood that all workers are responsible for playing their part in achieving its objectives. Breaches of this policy will be regarded as misconduct and could lead to disciplinary procedures.

The Managing Director has the overall responsibility for this policy and shall maintain a programme detailing the implementation of the policy and shall monitor and review its success. The policy will be reviewed annually as part of the overall company management review.



Graham Wilcock, Managing Director
21st May 2026

Rev. 12 Reviewed following Management Review Meeting 14/05/2026

Certificate Number 2456 Certificate Number 2456 Certificate Number 2456

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