



EQUALITY, DIVERSITY and INCLUSION POLICY

CLIMATE EXPLORERS

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Equality, Diversity, and Inclusion Policy

Climate Explorers (CE) are committed to encouraging equality, diversity, and inclusion among our workforce, and eliminating unlawful discrimination. The aim is for our 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. We are intentionally conscious about our operations and that they reflect our commitment against unlawful discrimination when interacting with clients and the public. Conscious

All policies and acts referred to in this document must be considered supplementary to interpretation and implementation.

Purpose

This policy's purpose is to:

1. Guarantee equality, fairness, and respect for our people, regardless of the nature or duration of their employment.
2. To ensure respect for our customers and any third parties in all our dealings with them.
3. Guard against unlawful discrimination in response to the provisions of the Equality Act 2010 covering protected characteristics 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. Guard against all forms of unlawful discrimination in our operations, structure, policies and procedures:
 - pay and benefits
 - terms and conditions of employment
 - dealing with grievances and discipline
 - leave for parents and carers

- requests for flexible and/or remote working
- selection for employment, promotion, training, or other developmental opportunities
- adjustments for disabled persons
- dismissal and redundancy

Definitions

Equality

is the state of being equal, especially in status, rights, or opportunities.

Diversity

is the state of being diverse, in relation to variety. The practice or quality of including or involving people from a range of different social and ethnic backgrounds and of different genders, sexual orientations, and other distinctive characteristics.

Inclusion

is the action or state of including or of being included within a group or structure. The practice or policy of providing equal access to opportunities and resources for people who might otherwise be excluded or marginalized, such as those who have physical or mental disabilities and members of other minority groups.

Commitment

Our commitment includes training managers and all other employees about their rights and responsibilities under the Equality, Diversity, and Inclusion policy. Our people are responsible for conducting themselves appropriately to help the organisation provide equal opportunities in employment, and preventing bullying, harassment, victimisation, and unlawful discrimination.

Our people must understand that they, as well as management, can be held liable for acts of bullying, harassment, victimisation, and unlawful discrimination against fellow employees, customers, suppliers, and the public, in the course of their employment.

At Climate Explorers we:

1. Encourage equality, diversity, and inclusion in the workplace as strategic principles.
2. Hope to promote dignity and respect for all and to create a working environment free of bullying, harassment, victimisation, and unlawful discrimination where individual differences and the contributions of all staff are recognised and valued.

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities. Breaches will be treated as misconduct under the organisation's complaints procedure, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Furthermore, sexual harassment will amount to both an employment rights and a criminal matter. Harassment under the Protection from Harassment Act 1997, which is not limited to circumstances where harassment relates to a protected characteristic, is a criminal offence.

4. Aim to make available and provide opportunities for training, development, and progress to maximise the efficiency of our organisation.
5. Aim to make decisions concerning our people based solely on merit, apart any necessary and limited circumstances provided for under the Equality Act.
6. Aim to review employment practices and procedures to ensure fairness, and update them and the policy to take account of changes in legislation.
7. Aim to monitor the composition of our workforce in relation to age, sex, ethnic background, sexual orientation, religion or belief, and disability to encourage equality, diversity, and inclusion, and in meeting the aims and commitments set out in this policy.

Monitoring will also include assessing how this policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

Prohibited Conduct

with further clarifications stated in the Equality Acts 2010.

The following conduct is prohibited within our premises and at any location our business is conducted:

Discrimination

- Direct discrimination
- Combined discrimination
- Discrimination arising from disability
- Gender reassignment discrimination e.g., cases of absence from work for this purpose.
- Pregnancy and maternity discrimination e.g., cases originating within or outside of the workplace.

Indirect discrimination

Includes all forms of discrimination outside of those described as direct discrimination above.

Other prohibited conduct

- Harassment
- Victimisation

Adjustments for Disabled Persons

- Duty to make adjustments
- Failure to comply with duty to make adjustments
- Non-compliance with regulations

Equality Terms of Reference

with clarifications as stated in the Equality Acts 2010:

Sex equality

- Relevant types of work
- Equal work
- Sex equality clause
- Sex equality rule
- Sex equality rule: consequential alteration of schemes
- Defence of material factor
- Exclusion of sex discrimination provisions
- Sex discrimination in relation to contractual pay

Pregnancy and maternity equality

- Relevant types of work
- Maternity equality clause
- Maternity equality clause: pay
- Maternity equality rule
- Exclusion of pregnancy and maternity discrimination provisions

Disclosure of information

- Discussions about pay

- Discussions about redundancy
- Gender pay gap information
- Dealing with employee relations cases

Supplementary

- Comparators
- Interpretation and exceptions

Complaints Procedure

Climate Explorers' complaints procedures can be found in online shared drives. This includes with whom an employee should raise a complaint – usually the line manager in the first instance. Complaints will be raised with the Head of HR in cases where the Manager is involved.

Use of the complaints procedure does not affect an employee's right to make a claim to an employment tribunal within three months of the alleged discrimination.

Related Policies

This policy should be read with references to related policies available on the online shared drive:

- Complaints procedure
- Safeguarding policy
- Anti-bullying and harassment policy

Policy Agreement

The Equality, Diversity, and Inclusion policy is developed in consultation with employee representatives and supported by the Executive Team. The policy will be reviewed annually by the Head of HR and updated versions will be published on our website and other public interfaces.

Alexandre Pierrot - Director



Isaac Kenyon - Director

