

CB Security (UK) Ltd – Equality, Diversity & Inclusion Policy (2025)

Policy Version: 2025

Date of Issue: 21 June 2025

Review Date: 20 June 2026

1. Policy Statement

CB Security (UK) Ltd is committed to creating and maintaining an inclusive workplace where equality, diversity, and dignity are actively promoted and where every individual is treated fairly, with respect, and without discrimination. We aim to ensure equal opportunities in employment and service provision and to eliminate unlawful discrimination, harassment, and victimisation in accordance with the Equality Act 2010 and other relevant legislation.

2. Scope

This policy applies to all employees, officers, workers (including agency staff), contractors, subcontractors, clients, suppliers, partners, and any third parties associated with CB Security (UK) Ltd, regardless of position, job function, or location.

3. Legal and Regulatory Framework

CB Security (UK) Ltd adheres to the following:

- Equality Act 2010 (including Public Sector Equality Duty)
- Human Rights Act 1998
- Employment Rights Act 1996
- UK GDPR and Data Protection Act 2018 (with regard to sensitive personal data)
- Modern Slavery Act 2015
- Disability Confident Scheme requirements
- ISO 26000 (Social Responsibility)
- SIA licensing requirements and Code of Conduct

4. Protected Characteristics

CB Security recognises and protects the rights of all individuals and will not tolerate discrimination on the basis of:

- Age
- Disability
- Gender reassignment
- Marriage or civil partnership
- Pregnancy or maternity

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- Race, ethnic or national origin, colour, or nationality
- Religion or belief
- Sex
- Sexual orientation

5. Our Core Commitments

- Promote fairness, inclusion, and equal access to opportunities
- Prevent harassment, bullying, victimisation, and bias in all forms
- Value and harness diverse perspectives to drive innovation and productivity
- Reflect community diversity in workforce representation and service delivery
- Establish a workplace culture built on trust, respect, openness, and accountability

6. Roles and Responsibilities

- Board of Directors: Strategic leadership and resourcing for EDI objectives
- Managers: Day-to-day implementation, training delivery, and incident resolution
- All Staff: Responsible for upholding inclusive behaviour and reporting concerns
- HR/Compliance Teams: Monitoring compliance, data analytics, and annual EDI reviews

7. Recruitment, Progression, and Pay Equity

- Implement fair, structured, and bias-free hiring practices
- Use inclusive language and imagery in all job advertisements
- Apply anonymous CV screening where possible
- Monitor promotion, pay, and appraisal data by gender, ethnicity, and other key metrics
- Maintain transparent and objective performance evaluation criteria

8. Workplace Adjustments and Accessibility

- Reasonable adjustments provided for employees and applicants with disabilities
- Ensure physical workspaces and IT systems are accessible
- Use accessible formats and communications when required

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- Conduct disability impact assessments for new policies or changes

9. Training and Awareness

- EDI training embedded in induction, annual compliance, and management development
- Bespoke sessions on unconscious bias, inclusive leadership, and allyship
- Use of case studies and interactive learning to support behavioural change

10. Culture and Engagement

- Foster staff networks (e.g., LGBTQ+, disability inclusion, cultural awareness)
- Mark significant awareness days (e.g., Black History Month, Pride, Disability Awareness)
- Encourage two-way dialogue through surveys, forums, and EDI focus groups
- Provide support channels for mental wellbeing and work-life balance

11. Harassment and Grievance Reporting

- Maintain a zero-tolerance stance on discriminatory abuse, microaggressions, and exclusionary behaviours
- Clear and confidential process for raising concerns or complaints
- Trained EDI champions and HR officers to manage EDI-related grievances
- Anti-retaliation protections for whistleblowers and complainants

12. Third Parties and Supply Chain

- Extend EDI principles to partners, suppliers, and subcontractors
- Vet suppliers against EDI performance criteria
- Require Supplier Code of Conduct compliance
- Promote procurement from diverse and underrepresented suppliers

13. Monitoring, Reporting, and Continuous Improvement

- Annual EDI audit and public reporting on progress and challenges
- Regular reviews of policies, procedures, and data to ensure relevance

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- SMART EDI objectives integrated into strategic planning and KPIs
- Continuous consultation with staff and external EDI advisors

14. Policy Governance

This policy is reviewed annually or sooner in response to legislative updates, business changes, or findings from internal/external reviews.

Approved by:

Cecil Bernard

Director, CB Security (UK) Ltd

Date: 22 June 2025