

## 13.6 EQUAL OPPORTUNITY POLICY

Same as the MOL Group, EML is an equal opportunity employer and is fully committed to treating all its employees and job applicants equally, regardless of age, disability, gender reassignment, marital or civil partner status, pregnancy or maternity, race, colour, nationality, ethnicity or national origin, religion or belief, sex or sexual orientation (**Protected Characteristics**).

This policy applies to every aspect of employment with us, including recruitment, pay and conditions, training and development, appraisals, promotion, conduct at work, disciplinary and grievance procedures and termination of employment.

Our group board of directors has overall responsibility for the effective operation of this policy and for ensuring compliance with discrimination law. Directors and line managers are responsible for ensuring they actively promote equal opportunities within the departments for which they are responsible and will seek to ensure that all employees comply. As an individual, you have a duty to co-operate to ensure that this policy is effective, by treating colleagues with dignity and respect at all times and not discriminating against anyone.

This policy covers all employees, officers, consultants, contractors, casual workers and agency workers.

The following forms of discrimination are prohibited under this policy and are unlawful:

- **Direct discrimination:** treating someone less favourably because of a Protected Characteristic.
- **Indirect discrimination:** a provision, criterion or practice that applies to everyone but adversely affects people with a particular Protected Characteristic more than others, and is not justified.
- **Harassment:** this includes sexual harassment and other unwanted conduct related to a Protected Characteristic, which has the purpose or effect of violating someone's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for them. Harassment is dealt with further in our Anti-harassment and Bullying Policy.
- **Victimisation:** retaliation against someone who has complained or has supported someone else's complaint about discrimination or harassment.
- **Disability discrimination:** this includes direct and indirect discrimination, any unjustified less favourable treatment because of the effects of a disability, and failure to make reasonable adjustments to alleviate disadvantages caused by a disability.

Employees must not unlawfully discriminate against other people including former employees, job applicants, clients, customers, suppliers and visitors. This applies in the workplace, outside the workplace (when dealing with customers, suppliers or other work-related contacts), and on work-related trips or events including social events.

If an employee believes that they have suffered discrimination, they should notify their line manager or they can raise the matter through our Grievance Procedure or Anti-Harassment and Bullying Policy, as appropriate. Complaints will, so far as is reasonable, be treated in confidence and investigated in accordance with the relevant procedure.

Workers who make allegations of discrimination in good faith, or who have provided information about such discrimination, will not be victimised or retaliated against. False allegations of a breach of this policy will, however, be dealt with under our disciplinary procedure.

Action will be taken against any employee who is found to have committed discrimination. Employees should also bear in mind that they can be held personally liable for any act of unlawful discrimination.

The Company will review this policy from time to time to ensure it is achieving its objectives.

In addition a separate local policy is in place. You will find further information on the local public drive.