

EQUALITY AND DIVERSITY POLICY

HOW BOXX GLOBAL LTD PROMOTES EQUALITY, DIVERSITY AND INCLUSION

Document

IG-POL-06

Review

Annual, or following significant change

1. PURPOSE

The purpose of this policy is to promote equality, diversity, and inclusion within Boxx Global Ltd (Boxx Global), ensuring a fair and respectful environment for all employees, clients, and stakeholders.

2. SCOPE

This policy applies to all employees, contractors, customers, and visitors interacting with Boxx Global.

3. POLICY STATEMENT

Boxx Global Ltd is committed to providing a working environment in which all individuals are treated fairly, with dignity and respect. We value the contribution that people from different backgrounds, experiences and perspectives bring to the organisation and recognise that a diverse and inclusive workforce supports better decision-making, stronger teams and effective service delivery.

We are committed to equality of opportunity throughout the employment lifecycle, including recruitment, selection, appointment, remuneration, training, development, promotion, deployment and progression. Employment-related decisions will be based on objective criteria, competence, capability, experience and legitimate operational requirements.

Boxx Global Ltd will not tolerate unlawful discrimination, harassment, bullying or victimisation within the workplace or in connection with company activities. This applies to the conduct of employees, directors, contractors, consultants, agency personnel and others working on behalf of, or alongside, the company.

Our commitment extends to personnel working at company premises, client locations, vessels, offshore facilities and other operational environments. Where Boxx Global Ltd operates internationally, we will respect applicable local laws and cultural considerations while maintaining the principles of dignity, fairness, respect and non-discrimination established by this policy.

All personnel are expected to contribute to an inclusive working environment and to challenge or report behaviour that is inconsistent with these standards.

4. LEGAL FRAMEWORK

Within the United Kingdom, this policy is underpinned by the **Equality Act 2010**, which provides protection against unlawful discrimination, harassment and victimisation in employment and other areas.

The Act identifies nine protected characteristics:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race, including colour, nationality and ethnic or national origins
- Religion or belief
- Sex
- Sexual orientation
- Boxx Global Ltd will not unlawfully discriminate against an individual because of a protected characteristic, because they are perceived to have a protected characteristic, or because of their association with another person who has a protected characteristic.
- The company recognises that discrimination may be direct or indirect and that apparently neutral policies, requirements or working practices can disadvantage particular groups. Employment and operational practices will therefore be reviewed where concerns are identified.
- Harassment, including sexual harassment and harassment related to a protected characteristic, is prohibited. Boxx Global Ltd will take reasonable steps to prevent sexual harassment in the course of employment and will respond appropriately where concerns or allegations are raised.
- Victimisation of an individual because they have raised a complaint, supported another person's complaint or participated in proceedings relating to discrimination will not be tolerated.
- For activities undertaken outside the United Kingdom, Boxx Global Ltd will comply with applicable local employment and equality legislation while applying the principles of this policy across its operations wherever reasonably practicable.
- Sexual orientation

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5. COMMITMENTS

Boxx Global Ltd is committed to embedding equality, diversity and inclusion within its employment practices and day-to-day operations. To support this commitment, the company will:

- **Promote equality of opportunity:** Ensure employment decisions are based on relevant skills, competence, experience, performance and legitimate role requirements rather than personal characteristics unrelated to an individual's ability to perform the role.
- **Fair recruitment and selection:** Apply objective and proportionate recruitment and selection processes. Job descriptions, advertisements, interview processes and selection decisions will be designed to support fair access to employment opportunities.
- **Training and development:** Provide employees with fair access to appropriate training, professional development and career progression opportunities. Managers will be expected to make development decisions objectively and consistently.
- **Respect and dignity:** Maintain a working environment where employees, contractors, clients and other stakeholders are treated professionally and with dignity and respect.
- **Prevent inappropriate behaviour:** Take reasonable steps to prevent discrimination, harassment, sexual harassment, bullying and victimisation and address concerns when they arise.
- **Reasonable adjustments:** Consider and make reasonable adjustments for disabled employees and applicants where required, taking account of the individual's needs, the nature of the role and the operational environment.
- **Inclusive working practices:** Consider individual circumstances and differing needs when developing working arrangements, policies and operational practices, while recognising legitimate safety, security, contractual and operational requirements.
- **International operations:** Apply the principles of fairness, dignity and respect across Boxx Global Ltd's international activities while recognising applicable local laws and operational requirements.
- **Third-party conduct:** Expect contractors, subcontractors, consultants, suppliers and partners working with Boxx Global Ltd to maintain appropriate standards of professional and respectful conduct.
- **Continuous improvement:** Review employment practices and relevant workforce information where appropriate to identify potential barriers, trends or areas where the company's approach can be improved.

6. IMPLEMENTATION

Responsibility for implementing this policy is shared across Boxx Global Ltd, with senior management retaining overall accountability for establishing and maintaining appropriate standards.

Senior management is responsible for promoting the principles of equality, diversity and inclusion, providing appropriate resources and ensuring that company policies and employment practices remain consistent with applicable legal requirements.

Managers and supervisors are responsible for applying employment and operational decisions fairly and consistently. They must ensure that recruitment, allocation of work, training, development, promotion, performance management and other employment decisions are based on appropriate and objective considerations.

Employees and other personnel are responsible for treating colleagues, clients, contractors and other individuals with dignity and respect. Personnel must comply with this policy and must not participate in discriminatory, harassing, bullying or victimising behaviour.

Recruitment and employment practices will be reviewed periodically to identify potential inequalities or barriers to opportunity. Where appropriate and proportionate, the company may monitor recruitment, training, promotion, retention and other workforce information to support this review.

Personnel will be made aware of this policy and their responsibilities under it. Additional training or guidance will be provided where necessary, particularly for those with management, recruitment or supervisory responsibilities. Boxx Global Ltd will encourage employees to raise concerns, provide feedback and identify opportunities for improvement without fear of adverse treatment for doing so in good faith.

Breaches of this policy will be addressed appropriately and may result in action under the company's disciplinary procedures. Where the matter involves a contractor, supplier or other third party, Boxx Global Ltd may take appropriate contractual or commercial action.

7. REPORTING AND GRIEVANCES

Any employee who believes they have experienced or witnessed discrimination, harassment, sexual harassment, bullying or victimisation should raise the matter as soon as reasonably practicable. Concerns may be raised with the employee's line manager or another appropriate member of management where reporting to the line manager would not be appropriate.

Employees may also use the company's formal grievance procedure where they wish to make a formal complaint.

All concerns and complaints will be treated seriously and considered fairly and objectively. Where an investigation is required, it will be undertaken promptly and by an appropriate person who is sufficiently independent of the matters being investigated.

Information relating to a complaint will be handled sensitively and shared only where necessary to investigate or manage the matter properly. **Absolute confidentiality cannot be guaranteed**, as information may need to be disclosed to relevant individuals as part of a fair investigation or where there is a legal obligation to do so.

No employee will be subjected to victimisation or detrimental treatment for raising a genuine concern in good faith, supporting another individual who has raised a concern, or participating in an investigation. Where allegations are substantiated, Boxx Global Ltd will take appropriate corrective action. This may include management action, additional training, changes to working arrangements or disciplinary action, depending on the nature and seriousness of the matter.

Where a concern involves potentially criminal conduct or circumstances requiring external reporting, Boxx Global Ltd may refer the matter to the appropriate authority where required or considered necessary.

8. REVIEW

This policy will be reviewed annually to ensure its effectiveness and continued compliance with legal requirements.

9. COMMUNICATION

This policy will be communicated to all employees, and training will be provided to foster understanding.

10. APPROVAL

Approved by	Director, Boxx Global Ltd	Effective	02/09/2026
Signature	<i>J Rogerson</i>	Next review	12 months from approval