



SUPPLIES LTD

**Total Supply**

21 Woodham Halt,  
South Woodham Ferrers,  
Essex CM3 5JB

## Sexual Orientation and Gender Inclusivity Policy

### Policy Statement:

S10 Supplies Ltd is committed to fostering an inclusive and diverse workplace that respects and values individuals regardless of their sexual orientation, gender identity, or gender expression. We are dedicated to promoting a culture of equality, respect, and non-discrimination within our organization.

### Scope:

This policy applies to all employees, contractors, volunteers, and anyone associated with S10 Supplies Ltd.

### Policy Details:

- Non-Discrimination:** S10 Supplies Ltd Will not tolerate discrimination or harassment based on an individual's sexual orientation, gender identity, or gender expression. Discrimination includes but is not limited to hiring, promotion, compensation, and the terms and conditions of employment.
- Equal Opportunities:** S10 Supplies is committed to providing equal opportunities for career development, training, and advancement to all employees regardless of their sexual orientation, gender identity, or gender expression.
- Privacy and Confidentiality:** S10 Supplies Ltd respects the privacy of all employees and will not disclose an individual's sexual orientation, gender identity, or gender expression without their explicit consent, unless required by law.
- Support and Resources:** We will provide resources, support, and education to employees to create an inclusive and understanding workplace. This may include training programs, access to support networks, and information about LGBTQ+ rights and issues.
- Reporting and Complaints:** S10 Supplies Ltd, encourages employees to report any instances of discrimination, harassment, or retaliation based on sexual orientation or gender identity. Reports will be investigated promptly and confidentially, and appropriate action will be taken.
- Responsibility:** All employees, supervisors, and managers have a responsibility to uphold this policy, promote inclusivity, and prevent discrimination or harassment in the workplace.

### Implementation:

This policy will be communicated to all employees upon hire and through regular training and awareness campaigns. It is the responsibility of HR and management to ensure that this policy is followed consistently throughout the organization.

### Review:

This policy will be reviewed annually to ensure its effectiveness and compliance with any changes in applicable laws or regulations.

S10 Supplies Ltd is committed to fostering a welcoming and inclusive environment where everyone can bring their authentic selves to work, free from discrimination or bias based on sexual orientation or gender identity.

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Signed: *Nigel Cornall,*

Date, 3<sup>rd</sup> July 2023.

Operations Director