

## **Environmental, Equality, Diversity & Inclusion (EDI) Policy**

### **1. Policy Statement**

Innovate Hire Solutions Ltd is committed to operating responsibly, ethically, and sustainably. We recognise our duty to protect the environment and to promote equality, diversity, and inclusion in all areas of our operations, including recruitment, employment practices, and service delivery.

We are committed to full compliance with all relevant environmental and equality legislation and to supporting the values and objectives of public-sector and education clients.

### **2. Environmental Commitments**

We are committed to minimising the environmental impact of our operations by:

- Complying with all applicable environmental legislation and regulations
- Reducing waste, energy consumption, and unnecessary use of resources
- Promoting recycling and responsible disposal of waste
- Encouraging environmentally responsible practices within our supply chain
- Reviewing and improving our environmental performance on an on going basis

Where possible, we support sustainable working practices such as digital documentation and remote communication to reduce our carbon footprint.

### **3. Equality, Diversity & Inclusion Commitments**

We are committed to creating a fair, inclusive and respectful working environment and to ensuring equality of opportunity for all.

We will:

- Comply fully with the **Equality Act 2010** and all relevant equality legislation
- Ensure fair and non-discriminatory recruitment, selection, and employment practices
- Treat all individuals with dignity and respect regardless of age, disability, gender reassignment, marriage or civil partnership, pregnancy or maternity, race, religion or belief, sex, or sexual orientation

- Make reasonable adjustments for temporary or permanent staff with disabilities, in consultation with the client and with the individual's consent
- Avoid discriminatory practices in right-to-work checks, vetting, referencing, and assignment selection

#### **4. Information Sharing & Cooperation**

Where reasonably required, we will provide clients with information, documentation, and evidence necessary to demonstrate compliance with equality and diversity obligations. We will promptly notify clients of any relevant legal proceedings relating to equality legislation.

#### **5. Responsibility & Implementation**

Responsibility for implementing this policy rests with company management. All staff involved in recruitment and employment activities are expected to uphold the principles of environmental responsibility and equality, diversity, and inclusion.

#### **6. Review**

This policy will be reviewed annually or sooner if required, to ensure on going compliance with legislation, best practice, and client requirements.