



Equality Diversity & Inclusion Policy

Document ID: EDI Policy	Equality Diversity & Inclusion
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Statement of Commitment

It is SRL Traffic Systems’ belief that everyone should be treated with dignity and respect.

We take commitment to equality seriously. Our policy is to always treat employees and other workers, job applicants, customers and suppliers fairly, regardless of age, disability, race, religion or belief, gender, gender assignment, sexual orientation, pregnancy/maternity, marriage or civil partnership status or any current or future “protected characteristics” as per the Equality Act 2010. Employees or potential employees will not be disadvantaged by any conditions of employment or Company requirements which cannot be justified as necessary on operational grounds.

Through this policy and procedure, and the training and development of managers and staff, the Company will do all it can to promote good practice in this area to reduce the likelihood of discrimination or harassment occurring.

The policy applies to the process of recruitment and selection, promotion, training, conditions of work, pay, benefits, flexible working requests and to every other aspect of employment, including general treatment at work and the processes involved in the termination of employment.

Internal Statement

All employees should be aware of the importance the Company attaches to the Equality, Diversity and Inclusion Policy and should ensure that they do not discriminate unfairly by their actions or behaviour, directly or indirectly, intentionally or unintentionally. In addition, all employees must ensure that they do not participate in any behaviour which may constitute bullying or harassment, irrespective of the circumstances or individuals concerned.

Employees should always show consideration for how others may react to a particular behaviour, actions or omissions – simply because they are not intended to be intimidatory or discriminatory does not mean that another individual does not find them so.

Where increased pay and/or enhanced benefits are offered to employees based on length of service, these are intended to reward loyalty, maintain motivation and reflect higher levels of relevant experience.

The composition of the workforce and of job applicants will be monitored on a regular basis. Should inequalities become apparent, positive action may, if appropriate, be taken to redress the imbalance.

Code of Conduct

All employees of SRL Traffic Systems are therefore reminded of the following rules and guidance:

There must be no discrimination on account of protected classes either by the employees or by SRL as an Employer.

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- Inappropriate behaviour, which may be regarded as bullying, victimisation, harassment and sexual harassment will not be tolerated.
- SRL Traffic Systems appoints, trains, develops and promotes based on merit and ability.
- All employees have personal responsibility of the practical application of the Company’s Equality, Diversity and Inclusion Policy. This includes bringing any observed discriminatory, intimidatory or inappropriate behaviour to the attention of an appropriate manager and undergoing training on these practices on regular intervals.
- Managers and supervisors involved in the recruitment, selection, promotion and training of employees have a duty of care for ensuring that the Company’s Equality, Diversity and Inclusion Policy are properly applied.
- The Company requires that its suppliers and customers are treated and treat others in a manner that is consistent with this Policy. Accordingly, if any employee feels that they have not been treated in a manner that is consistent with this policy by a customer or supplier, he/she should bring it to the attention of the appropriate SRL manager.
- The Company’s Grievance Procedure is available to any employee who believes that he/she may have been unfairly treated or subjected to harassment.
- Disciplinary action will be taken against any employee who is found to have committed an act of unlawful discrimination or act of harassment. In serious cases, such behaviour is likely to be considered gross misconduct that could lead to dismissal.
- Malicious and unfounded allegations of discriminatory or inappropriate conduct will also be subject to disciplinary proceedings against the complainant

Complaints Process

SRL Traffic Systems recognises the sensitive nature of complaints of discrimination. All investigations will be handled as confidentially as possible with only the necessary parties involved.

The Company reserves the right to separate the complainant and whoever the complaint is made against should this be necessary during any period of the investigation (and, if appropriate, subsequently), including suspension from work. Suspension does not indicate that there is any presumption of guilt against an individual or that there has ever been an offence which might be worthy of further attention.

Any instance of doubt about the application of the policy, or other questions, should be addressed to the HR Department, as should any requests for special training.

Executive Declaration

The board of directors have ultimate day-to-day responsibility for the implementation of this policy and delegates line management responsibility requiring commitment from all employees, consultants and contractors.

If employees have any questions, doubts or concerns about this Policy or its application, they should contact their line manager, or if not appropriate, your manager’s manager.

This Policy Statement is reviewed annually.

Ian Hunt

Chief Financial Officer