



EQUALITY AND DIVERSITY STATEMENT

Impulse Embedded Limited are committed to promoting equality and diversity. All of our employees, job applicants, customers and suppliers will receive equal treatment regardless of any of the Protected Characteristics of the Equality Act 2010. All of our staff members have a duty to treat people with dignity at all times, and not to discriminate or harass others regardless of their status. We aim to create an environment in which individuals are able to make the best use of their skills free from discrimination or harassment, and in which all decisions are based on merit.

Commitment to equality and diversity

Impulse Embedded Limited are committed to an equal opportunities workplace by building a team that represents a variety of backgrounds, knowledge, perspectives and skills and encouraging and using those differences to create a productive and effective workplace.

Impulse Embedded Limited aim to promote equality and diversity through the practice of, and not limited to:

- Recruitment
- Pay and conditions
- Training
- Appraisals
- Promotion
- Conduct at work
- Disciplinary and grievance procedures
- Termination of employment

Discrimination

Impulse Embedded will not unlawfully discriminate against or harass other people including current and former employees, job applicants, clients, customers, suppliers and visitors. This applies inside and outside the workplace (when dealing with customers, suppliers or other work-related contacts [or when wearing a work uniform]), and on work-related trips or events including social events.

The following forms of discrimination are prohibited and are unlawful:

- **Direct discrimination:** treating someone less favourably because of one or more of the Protected Characteristics detailed above.
- **Indirect discrimination:** occurs where someone is disadvantaged by an unjustified provision, criterion or practice that also puts other people with the same characteristic at a particular disadvantage.
- **Harassment:** relating to any of the Protected Characteristics is prohibited. Harassment is unwanted conduct that 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:** This is less favourable treatment of someone who has complained or given information about discrimination or harassment, has supported someone else's complaint.

Recruitment and selection

Impulse Embedded Limited conducts recruitment, promotional and other selection exercises such as redundancy selection, on the basis of merit, against objective criteria that avoid discrimination. Shortlisting is done by more than one person where possible.

Vacancies are generally advertised to a diverse section of the labour market and avoid stereotyping or using wording that may discourage particular groups from applying. We aim to ensure that they include a short policy statement on equal opportunities and a copy of our complete Equality Policy will be made available on request.

Job applicants should not be asked questions which might suggest an intention to discriminate on grounds of a Protected Characteristic.

When conducting interviews, Impulse Embedded Limited will not ask about health or disability before a job offer is made, except in the very limited circumstances allowed by law: for example, to check that the applicant could perform an intrinsic part of the job (taking account of any reasonable adjustments), or to see if any adjustments might be needed at interview because of a disability. Where necessary, job offers can be made conditional on a satisfactory medical check. Health or disability questions may be included in equal opportunities monitoring forms, which must not be used for selection or decision-making purposes.

Part-time and fixed-term employees will be treated the same as comparable full-time or permanent employees and enjoy no less favourable terms and conditions (on a pro-rata basis where appropriate), unless different treatment is justified.

Breaches

Impulse Embedded take a strict approach to breaches of our Equality and Diversity Policy, which will be dealt with in accordance with our Disciplinary Procedure. Serious cases of deliberate discrimination may amount to gross misconduct resulting in dismissal.