

**Equality, Diversity and Inclusion**  
**Group Policy**  
**February 2021**

Stonehage Fleming is committed to providing a working environment that promotes the values of equality, diversity and inclusion across our workforce and preventing unlawful discrimination. We seek to embrace differences, value alternative perspectives and ensure a safe and creative working environment for everyone. Achieving these goals is important for the growth and future success of the Group. This policy will be reviewed with the Group Diversity & Inclusion Committee on an annual basis.

**PURPOSE**

We aim

- to provide equality, fairness and respect for all our employees, whether they are temporary, part time or full time
- to prevent all forms of unlawful discrimination by promoting an inclusive working environment in terms of age, disability, gender, sexual orientation, race, religion, socioeconomic background employee terms and conditions
- to create an inclusive and supportive working environment that encourages and helps employees meet their potential
- to ensure our required standards of behaviour are adhered to and to provide appropriate escalation channels and process to manage non-compliance

**OUR COMMITMENT TO OUR EMPLOYEES TO MEET THE ABOVE AIMS INCLUDE**

1. We welcome diversity in all its forms and recognise the value it brings in terms of thought, culture and to our working community.
2. We encourage practices that support increased diversity and inclusion within the group e.g. initiatives identified by the Group Diversity & Inclusion Committee.
3. We promote a working environment in which everyone has a voice, feels comfortable about speaking up and confident that they will be heard.
4. We require professional behaviour and respect of all employees at all times.
5. We ask employees to report to HR or to any D&I Committee member any incidents or behaviours they experience or witness that are inconsistent with our commitment to equality, diversity and inclusion.
6. We have procedures in place to ensure employees can escalate non-policy behaviours on a formal basis. Please reference the employee handbook for details of the grievance procedure.
7. We provide regular education and training to employees to provide guidance as to the expected behaviours required to ensure adherence to our equality, diversity and inclusion values.

8. We communicate our policies and expectations in relation to equality, diversity and inclusion to all new joiners to our Group.
9. We support our employees to develop their potential and achieve fulfilling careers e.g. gaining relevant qualifications, developing relevant skills, taking on new responsibilities, coaching and mentoring.
10. We report on escalated incidents (on a no names basis) and management information to demonstrate adherence to this policy to the Group Executive Committee.