

## **GBS Procure Limited – Equality, Diversity, and Inclusion Policy**

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## **GBS Procure Limited – Equality, Diversity, and Inclusion Policy**

### **1. Overview**

GBS Procure is committed to creating a workplace that promotes equality, diversity, and inclusion. This policy outlines our commitment to fostering an environment where all employees are treated with dignity and respect, regardless of their race, gender, age, disability, sexual orientation, religion, or any other characteristic protected by law.

### **2. Scope**

This policy applies to all employees, contractors, clients, and visitors of GBS Procure.

### **3. Principles**

- a. Equality: We are committed to providing equal opportunities for all employees, ensuring that no one is treated unfairly on the basis of any protected characteristic.
- b. Diversity: We recognise and value the diversity of our workforce. We actively promote diversity and inclusion in all aspects of our operations, including recruitment, training, and career development.
- c. Inclusion: We strive to create an inclusive work environment where everyone feels welcome, respected, and supported. Discrimination, harassment, and victimisation will not be tolerated.

### **4. Responsibilities**

- a. Leadership: The leadership team is responsible for setting the tone for a culture of equality, diversity, and inclusion. They will lead by example and ensure that the principles of this policy are embedded in all aspects of GBS Procure.
- b. Managers: Managers are responsible for promoting a culture of inclusion within their teams, addressing any instances of discrimination, and actively supporting diversity in recruitment and development opportunities.
- c. Employees: All employees have a responsibility to treat each other with respect and to contribute to an inclusive workplace. This includes reporting any concerns about discrimination or harassment.

### **5. Recruitment and Selection**

- a. We will ensure that our recruitment processes are fair, transparent, and free from bias.

- b. We will actively promote diversity in our workforce, recognising the value that different perspectives bring to GBS Procure.

## **6. Training and Development**

- a. We will provide training to employees at all levels to raise awareness of equality, diversity, and inclusion issues.
- b. We will support the career development of all employees, irrespective of their background, and ensure that opportunities are accessible to everyone.

## **7. Reporting and Monitoring**

- a. We will regularly review and monitor the effectiveness of this policy, making adjustments as necessary.
- b. Employees are encouraged to report any concerns about discrimination or harassment through the designated channels provided by GBS Procure.

## **8. Review and Amendment**

This policy will be reviewed annually and updated as necessary to ensure its continued relevance and effectiveness.

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