

Equal Opportunity and Anti-Discrimination Policy



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At Sterling & Wilson Renewable Energy (SWREL), we are committed to fostering a work environment that is inclusive, respectful, and free from discrimination. We believe that diversity is a strength, and every individual has the right to work in an environment that promotes equal opportunity and prohibits discrimination. This policy underscores our commitment to fairness, equity, and respect for all employees, regardless of their background or identity.

Policy Statement

SWREL is dedicated to providing equal employment opportunities to all employees and applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, genetic information, marital status, or any other characteristic protected by applicable law. Discrimination, harassment, or retaliation of any kind will not be tolerated.

Core Principles

Commitment to Diversity and Inclusion

- **Valuing Diversity:** SWREL recognizes and values the diverse backgrounds, perspectives, and talents of our employees. We are committed to creating a culture that respects and includes differences and promotes the full participation of all employees.
- **Inclusive Practices:** We strive to integrate diversity and inclusion into all aspects of our business, from recruitment and hiring to career development and decision-making processes.

Equal Employment Opportunity

- **Fair Hiring Practices:** All employment decisions, including hiring, promotion, compensation, benefits, transfers, layoffs, and terminations, are based on merit, qualifications, and business needs. We ensure that these decisions are made without regard to any protected characteristic.
- **Accessible Workplace:** SWREL is committed to providing reasonable accommodations to qualified individuals with disabilities and to ensuring that our facilities are accessible to all employees.

Prohibition of Discrimination and Harassment

- **Zero Tolerance for Discrimination:** Discrimination against any employee or applicant based on any characteristic protected by law is strictly prohibited. This includes decisions related to hiring, promotions, job assignments, compensation, benefits, and any other terms or conditions of employment.

- **Harassment-Free Environment:** Harassment of any kind, whether verbal, physical, or visual, that targets an individual based on a protected characteristic is not tolerated. This includes sexual harassment, as well as harassment based on race, color, religion, national origin, disability, age, or any other protected characteristic.
- **Retaliation Prohibited:** Retaliation against anyone who reports discrimination, participates in an investigation, or opposes discriminatory practices is strictly prohibited. SWREL encourages employees to report any concerns without fear of retaliation.

Promoting Equal Opportunities

- **Training and Development:** SWREL provides training and development opportunities to all employees to help them achieve their full potential. We are committed to ensuring that career advancement opportunities are accessible to everyone based on their skills, performance, and aspirations.
- **Inclusive Leadership:** Our leaders are responsible for fostering an inclusive work environment where diversity is embraced, and all employees are empowered to contribute to their fullest potential.

Complaint and Grievance Procedures

- **Open Door Policy:** SWREL encourages employees to raise concerns or complaints about discrimination or harassment with their immediate supervisor, HR department, or through other designated channels. We are committed to addressing these issues promptly and fairly.
- **Investigation and Resolution:** All complaints of discrimination or harassment will be thoroughly investigated in a confidential manner. Appropriate corrective action will be taken if the investigation reveals that a violation of this policy has occurred.

Compliance with Legal Standards

- **Adherence to Laws:** SWREL complies with all applicable national and international laws regarding equal employment opportunity, anti-discrimination, and workplace diversity. We regularly review and update our policies and practices to ensure they meet or exceed legal requirements.
- **Global Commitment:** As an organization with global operations, SWREL is committed to maintaining the highest standards of equality and non-

discrimination across all locations, respecting the cultural and legal contexts of the regions in which we operate.

Roles and Responsibilities

- **Management Responsibility:** Leaders and managers at SWREL are expected to uphold and promote this policy. They are responsible for ensuring that their teams understand and comply with the principles of equal opportunity and non-discrimination.
- **Employee Responsibility:** All employees are expected to contribute to a workplace culture that values diversity, inclusion, and respect. Employees should report any incidents of discrimination or harassment and cooperate with investigations.

Sterling & Wilson Renewable Energy is committed to being an employer of choice by promoting a diverse, inclusive, and equitable workplace. This policy serves as a cornerstone of our commitment to ensuring that every employee is treated with respect and dignity. By adhering to this policy, we reinforce our dedication to creating a work environment where everyone has the opportunity to succeed, free from discrimination or bias.

Approved On:
26.09.2024

Approved By:
SWREL Management

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