

## EQUALITY, DIVERSITY AND MODERN SLAVERY POLICY

### *Equality and Diversity*

BPF will ensure that information about job opportunities will be circulated as widely as possible in the circumstances to ensure that it reaches all sections of the community regardless of colour, race, nationality, ethnic origin, sex, marital status, disability, religious belief, age or sexual orientation.

All applications will be welcomed and will be considered on the relative merits of the applicant against the job and/or person specification for the position regardless of colour, race, nationality, ethnic origin, sex, marital status, disability, religious belief, age or sexual orientation.

Job and person specifications will only include criteria which are objectively required for the duties and responsibilities of the vacancy.

If there is a genuine and lawful reason for limiting the vacancy to a particular group, this will be clearly stated, and the grounds for it, on any advertisements.

Applicants may be asked to complete a diversity monitoring form to assist in the maintenance of records and for monitoring purposes. This form will be kept separate from all other application documents and will not form part of the selection process.

BPF will ensure that terms and conditions of employment are free from all forms of direct and indirect discrimination and apply equally regardless of colour, race, nationality, ethnic origin, sex, marital status, disability, religious belief age or sexual orientation.

No requirements or conditions will be imposed, directly or indirectly, which will or might place any group of employees at an unfair or unlawful disadvantage.

All employees will be provided with the appropriate training to enable them to improve their performance and to achieve the performance standards and targets set for them by BPF regardless of colour, race, nationality, ethnic origin, sex, marital status, disability, religious belief, age or sexual orientation.

All training and promotion opportunities will be published widely to all appropriate employees and not in such a way as to exclude or disproportionately reduce the numbers of applicants from a particular group.

Decisions on promotion and career management will be based solely on objective and job related criteria.

Selection, recruitment, training, promotion and employment practices generally will be subject to regular review to ensure that they comply with BPF's commitment to promote equality and diversity throughout its business.

### *Modern Slavery*

BPF considers that modern slavery encompasses:

- Human trafficking;
- Forced work, through mental or physical threat;
- Being owned or controlled by an employer through mental or physical abuse or the threat of abuse;
- Being dehumanised, treated as a commodity or being bought or sold as property;
- Being physically constrained or to have restriction placed on freedom of movement.

BPF acknowledges its responsibilities in relation to tackling modern slavery and commits to complying with the provisions in the Modern Slavery Act 2015. BPF understands that this requires an ongoing review of both its internal practices in relation to its labour force and, additionally, its supply chains.

BPF does not enter into business with any other organisation, in the United Kingdom or abroad, which knowingly supports or is found to involve itself in slavery, servitude and forced or compulsory labour.

No labour provided to BPF in the pursuance of the provision of its own services is obtained by means of slavery or human trafficking. BPF strictly adheres to the minimum standards required in relation to its responsibilities under relevant employment legislation.

BPF considers that it has minimal exposure to the risk of slavery and human trafficking due to the nature and location of its offices and key supply chains.

In accordance with section 54(4) of the Modern Slavery Act 2015, BPF undertakes due diligence on all suppliers to ensure that modern slavery is not taking place.

BPF has not, to its knowledge, conducted any business with another organisation which has been found to have involved itself with modern slavery. Where such an instance is found to have occurred the relationship will be terminated immediately.

Additionally, BPF maintains a whistle blowing policy, corporate & social responsibility policy and diversity & equality policies as well as a remuneration policy providing for fair and transparent methods for existing and prospective staff pay.

To ensure adherence to BPF's commitments set out in this statement, ongoing monitoring of suppliers will be undertaken ensuring reference is made to adherence to the Modern Slavery Act in supply contracts.

Board review of BPF's Corporate and Social Responsibility policy will also contribute to the compounding of this statement into BPF's culture.