Equal Opportunities

Wood is committed to creating a working environment free from discrimination and within which every person has equal opportunities to reach their maximum potential.

The rich diversity of employee experience, expertise and backgrounds within Wood differentiates our business by enabling us to offer tailored skills, ideas, approaches and expertise to both the business and our customers. This diversity enhances our ability to deliver excellence, in positive contribution to the performance of our organisation.

Purpose:

This policy outlines how Wood ensures equal opportunities in all aspects of employment.

Scope:

This policy applies to all Wood people across our global organisation.

Policy Requirements:

We aim to ensure equal opportunities are provided to all by:

- Creating a working environment in which individuals are recognised and valued for their differences and contributions to the business.
- Ensuring our people work in an environment that promotes trust, mutual dignity and respect.
- Ensuring that the work environment is free from any form of discrimination. Discrimination on any basis or status is unacceptable and will not be tolerated.
- Ensuring that job roles are reflective of the requirements for the effective performance of the job.
- Making decisions on employment, promotion, training, or other benefits based on merit, ability, and job suitability, while considering any required reasonable adjustments for people with disabilities.
- Ensuring training, development and progression opportunities are made available to all.
- Reviewing all our employment practices, policies and procedures, remuneration and benefit practices to ensure they are administered without regard to any protected status.
- Encouraging our people to develop to their full potential.
- Ensuring Wood meets all statutory obligations under the relevant and applicable legislation.

What is discrimination?

Local, national, and international law refer to protected characteristics. Examples of which are: age, disability, gender and race.

Discrimination is the unfair or unequal treatment of individuals or groups based on one or more protected characteristics. It can take the form of direct, indirect, associative, or perceptive discrimination and may occur intentionally or unintentionally.

Direct discrimination occurs when a person is treated less favourably than someone else because of a protected characteristic.

Indirect discrimination occurs when a provision, criterion or practice is applied that has a detrimental impact on a person and it cannot be objectively justified.

Associative discrimination occurs when someone is treated less favourably than another person because of their association with a person who has a protected characteristic.

Perceptive discrimination occurs when a person is treated less favourably than another person based on an incorrect perception that they have a protected characteristic.

Wood Speak Up Resources:

If you witness or experience discrimination, Wood employs an open-door policy through its "Speak Up" Resources. Encouraging initial discussion of issues with managers. If you feel you need to "Speak Up" about discrimination that you have been subjected to or witnessed, please raise through one of the following channels:

- Your manager;
- An alternative manager within the business;
- Your local HR representative;
- Wood Legal, Ethics & Compliance;
- The Wood "Speak Up" Resources https://woodplc.ethicspoint.com.

Please remember, this is only guidance and you should take the course of action that you feel most comfortable with.

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Investigation:
Wood takes all concerns seriously and is committed to investigating reports of discrimination. Wood owes an equal duty of care to both the person making the complaint and the alleged perpetrator. Any allegation will be promptly, sensitively and confidentially investigated.

Protection from Retaliation:
Individuals making a report in good faith should not experience any negative action or retaliation by Wood as a result. This includes threats, intimidation, discrimination, demotion, suspension, reassignment, or any other form of retaliation or victimisation. Good faith means you must have an honest belief that the information provided is truthful, even if the information turns out to be incorrect.

If you believe you have been subjected to any form of retaliation or you witness retaliation against someone else, you should report it using the Wood Speak Up Resources. Allegations of retaliation will be taken seriously and investigated confidentially.



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