



EQUAL OPPORTUNITIES POLICY

I. Policy Statement

Lil Fire is committed to promoting equality, diversity and inclusion and ensuring that employees, job applicants, contractors, clients and others who interact with our business are treated fairly, with dignity and respect. We believe that everyone has the right to work in an environment free from unlawful discrimination, harassment, victimisation and any other prohibited conduct. Our aim is to create a supportive and inclusive workplace where all individuals are valued and able to give their best.

2. Purpose

The purpose of this policy is to:

- Ensure Lil Fire complies with its obligations under relevant equality legislation including the UK Equality Act 2010;
- Promote equality of opportunity for all employees, applicants, contractors and clients;
- Set out Lil Fire's commitment to preventing discrimination, harassment and victimisation;
- Explain the rights and responsibilities of employees and the company in relation to equal opportunities.

3. Scope

This policy applies to all aspects of employment and engagement with Lil Fire, including but not limited to:

- Recruitment and selection
- Terms and conditions of employment
- Pay and benefits
- Training, promotion and career development
- Allocation of work and duties

- Disciplinary and grievance procedures
- Workplace facilities and events
- Termination of employment

4. Protected Characteristics

Lil Fire will not unlawfully discriminate against any person on the basis of the following protected characteristics under the Equality Act 2010:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race, colour, nationality or ethnic origin
- Religion or belief
- Sex
- Sexual orientation

Decisions relating to recruitment, promotion, training and conditions of work are based on merit, qualifications, ability and business needs, not on any protected characteristic.

5. Our Commitments

Lil Fire is committed to:

- Creating a working environment free from discrimination, harassment and victimisation;
- Treating all individuals with dignity and respect;
- Providing equal opportunity in recruitment, training, development and career progression;

- Making reasonable adjustments where necessary to support employees with disabilities;
- Ensuring that all staff understand their rights and responsibilities under this policy;
- Embedding equality, diversity and inclusion into everyday business practices.

6. Responsibilities

All employees and workers at Lil Fire have a responsibility to:

- Act in accordance with this policy;
- Treat others with respect and fairness;
- Report any behaviour that may constitute discrimination, harassment or victimisation in accordance with our grievance procedures.

Managers and directors are specifically responsible for ensuring that equal opportunities principles are implemented and upheld within their teams.

7. Preventing Harassment and Bullying

Lil Fire does not tolerate any form of harassment, bullying or intimidation. Any such behaviour will lead to disciplinary action which may include termination of employment or engagement. Harassment includes unwanted conduct related to a protected characteristic that has the purpose or effect of violating dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment.

8. Reporting and Handling Complaints

Employees who believe they have been subjected to discrimination or harassment, or who witness such behaviour, should raise their concerns promptly through the company's grievance procedure. All complaints will be treated seriously, handled confidentially where possible and investigated fairly and promptly. Retaliation against anyone who raises a complaint in good faith is prohibited.

9. Monitoring and Review

Lil Fire will periodically review this policy to ensure its continued effectiveness and compliance with current legislation. We may collect and analyse data to monitor fairness in recruitment, promotions, training and other employment practices. Any necessary updates to the policy will be communicated to all staff.

A handwritten signature in black ink, appearing to read "Andy Lilly".

Andy Lilly
CEO

1st November 2025