

Pearson Ham Group Diversity Equity & Inclusion

July 2024

Purpose

This policy reinforces our commitment to providing equality and fairness to all in our employment and not providing less favourable facilities or treatment on the grounds of age, caring responsibilities, disability, family situation, gender, gender identity, gender reassignment, marriage and civil partnership, pregnancy and maternity, race including ethnic origin, colour, nationality and national origin, religion or belief, sex, sexual orientation, sexual expression, socio-economic background, the effects of the menopause, or trade union activity.

We also emphasise the importance of fostering an inclusive workplace culture where every individual feels valued, respected, and included. This includes promoting diversity of thought, encouraging employees to contribute their unique perspectives, and establishing initiatives supporting the diversity in our business.

Additionally, we are committed to ensuring accessibility and providing reasonable adjustments for employees with disabilities. We have a zero-tolerance policy for harassment, discrimination, and retaliation, with clear reporting procedures and investigation process.

Our commitment extends to equitable opportunities for career development, training, and advancement for all employees, with regular evaluation of our DEI initiatives to ensure continuous improvement and accountability.

Values

PHG best serves our clients when we foster a diverse, equitable, and inclusive workplace. We value – and our clients benefit from having – the perspectives of consultants with different backgrounds and experiences. PHG promote diversity, equity, and inclusion through implementing internal policies and practices aimed at ensuring that each individual has an equal opportunity to succeed regardless of their background and identity.

PHG celebrates its diverse culture and ensures that each individual has an equal opportunity for employment and success regardless of their background and identity. PHG is dedicated to the principle that the quality of its work and the continued growth of its business are enhanced by intentionally attracting and including highly qualified diverse employees who understand and can relate to the diverse backgrounds of the clients and communities PHG serves.

PHG understands that the high quality of our work is enhanced by intentionally attracting highly qualified diverse employees who bring a wealth of diverse backgrounds, thoughts, and ideas that relate to the diverse needs of our clients.

Recruitment & Hiring

PHG performs better when it considers the perspectives of individuals with different backgrounds and fosters an overall culture that is equitable and inclusive, which includes providing reasonable accommodations as needed. We recruit diverse candidates by seeking out diverse applicant slates from a variety of sources. We retain diverse candidates by fostering a culture of equity and inclusiveness. To that end, when a position becomes available, we utilize the following practices for recruiting diverse candidates, in addition to commonly used channels:

1. Striving to have at least 30% of the applicant pool come from diverse backgrounds. If this objective is not met during the initial round of applications, making a more directed effort to achieve this percentage.
2. Proactively hiring internationally and focusing our searches not just on home-based talent.
3. Including diverse interviewers on our interview panels.
4. Providing interviewers with training to help mitigate implicit bias and ensure that they are sensitive and aware of PHG's goals regarding diversity, equity, and inclusion.

Retention & Workplace Inclusiveness

Creating a Culture of Equity and Inclusivity:

Our firm understands that to build an equitable, inclusive, and diverse workplace, we must put forth measures that facilitate the retention of employees with diverse backgrounds. To that end, our firm promises to:

1. Host regular required workplace DE&I trainings for our employees.
2. Encourage the well-being of all our employees, including diverse employees, whose experiences may warrant the provision of support. This commitment includes providing reasonable adjustments as needed, and we encourage that we are informed of any needs so we can provide support.
3. Establish and promote workplace culture expectations so that all employees are made aware of and make commitments to follow, ensuring we are led by our values.
4. Motivate and empower employees to take responsibility for their actions and to help positively influence the behaviour of their fellow employees.
5. Ensure we create a culture of accountability and respect when it comes to issues of diversity and inclusivity.

6. Provide employees with mechanisms to discuss any issues relating to DE&I and encourage that any concerns are raised and appropriately acted on.

Inclusion & Belonging Guiding Principles:

We believe that by investing in an inclusive culture, we will attract the best and brightest talent, leading to more innovative solutions for our valued customers. Building and sustaining an inclusive and diverse culture is essential for business success, and it is the right thing to do. This is who we are:

- We believe in an inclusive work environment where employees are welcomed, valued, respected, and heard.
- We believe that employees will be provided a safe work environment.
- We believe that diversity brings strength.
- We believe in equality of opportunity free from discrimination.
- We believe in hiring and promoting the most qualified candidates.
- We believe in employee development at all levels of the organisation.

Commitment to Continued Progress on Diversity & Inclusion Matters:

We will continue to make our workplace a trusting place to have complex, and sometimes difficult, conversations about diversity and inclusion. We will create and maintain environments, platforms, and forums where our people feel comfortable reaching out to their colleagues to gain greater awareness of each other's experiences and perspectives. By encouraging ongoing dialogue and not tolerating any incongruence with this policy we are building trust, encouraging compassion and open-mindedness, and reinforcing our commitment to a culture of inclusivity.

Support and Reasonable Adjustments:

At PHG, we recognise that some employees may require additional support or reasonable adjustments to perform their work effectively. We are committed to providing the necessary support and encourage employees to inform us of any needs so we can provide appropriate accommodations.

Continuous Improvement to Our Commitment

Reporting and Accountability:

We are committed to maintaining a workplace free from discrimination and harassment. Employees are encouraged to report any DEI-related issues or concerns to management or HR. All reports will be taken seriously and will be fully investigated in line with local investigation procedures and appropriate action will be taken.

Monitoring and Evaluation:

We will regularly review our DEI policies and practices to ensure they are effective and aligned with our goals. We will continue to measure progress and make necessary adjustments. Feedback from employees will be actively sought and valued to help us improve continuously.