

Tuffin Ferraby Taylor is committed to providing services which embrace diversity, equity and inclusion and which promote opportunity for all. As an employer we are also committed to equity and valuing diversity within our workforce. Our goal is to ensure that these commitments, reinforced by our values, are embedded in our day to day working practices with all our clients, colleagues and Senior Directors.

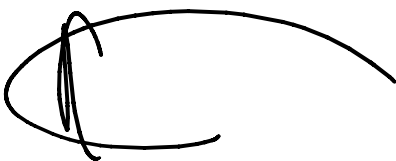
A Diversity, Equity & Inclusion Group has been created to help promote TFT's values, and encourage each person to be themselves at work, without fear or anxiety. Periodic anonymous surveys are undertaken to ensure that any perceptions or concerns with regard to D&I are understood and can be recognised and responded to by appropriate supportive actions.

We will demonstrate our commitment by:

- Promoting equality of opportunity and diversity within the communities in which we work and with all our Senior Directors and workforce
- Aiming to build a workforce which reflects our client base, and within the diverse communities in which we work
- Treating our clients, colleagues and Senior Directors fairly and with respect
- Promoting an environment free from discrimination, bullying and harassment, and tackling behaviour which breaches this
- Recognising and valuing the differences and individual contribution that people make
- Providing support and encouragement to staff to develop their careers and increase their contribution to the business through the enhancement of their skills and abilities
- Building in legislative requirements and best practice to all our employee policies and procedures and supporting these with appropriate training and guidance.

Every person working for TFT has a personal responsibility for implementing and promoting these principles in their day-to-day dealings with clients, with each other and with Senior Directors. Inappropriate behaviour is not acceptable and will be managed via our disciplinary and procedure process.

We will measure and report on the effectiveness of our service delivery and employee policies and processes in relation to these principles. This information will be used to inform future policy and to enhance business processes.

A handwritten signature in black ink, appearing to be 'Christine Keates Lewis', written over a horizontal line.

Christine Keates Lewis – HR and Operations Senior Director

For and on behalf of Tuffin Ferraby Taylor (TFT) Ltd

1 November 2023