



CIVITAS
INVESTMENT MANAGEMENT

Diversity & Inclusion Policy

*Extract derived from:
Employee Handbook dated June 2025*



Diversity and Inclusion Policy (*extract*)

This policy is applicable to all employees, secondees, agency staff, clients, suppliers and contractors, whether permanent or temporary. The policy applies to all processes relating to employment, training and to any dealings with customers and clients.

Civitas values the differences that a diverse workforce brings to the Company and will not discriminate because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (which includes colour, nationality and ethnic or national origins), religion or belief, sex or sexual orientation. It will not discriminate because of any irrelevant factor and will build a culture that values meritocracy, openness, fairness and transparency.

All employees are responsible for the promotion and advancement of this policy. Behaviour, actions or words that transgress this policy will not be tolerated and will be dealt with under the Company's disciplinary policy.

Civitas believes that incorporating diversity and inclusion factors into its working practices and business decisions will support its business goals and ultimately lead to better returns for its investors.

Company aims and objectives

Civitas is fully committed to supporting and positively promoting diversity and inclusion among its staff and removing discrimination which is both unlawful and unfair.

The Company aims to:

- provide equal employment and development opportunities for all employees, irrespective of age, gender, race, ethnicity, sexual orientation, religious beliefs, gender identity or expression, marriage or civil partnership, pregnancy and maternity, and disability;
- ensure that any decisions relating to existing and prospective employees are objective and based on merit;
- create an inclusive workplace culture, free from bullying, harassment and discrimination.
- avoid all forms of unlawful discrimination, in all aspects of the employee lifecycle including but not limited to compensation and benefits, terms and conditions of employment, handling of disciplinary and grievance matters (including dismissal), redundancy, family leave and flexible working, and selection for employment, promotion, training or other developmental opportunities; and
- ensure that training and progression opportunities are open to all company employees and provide the necessary support to help them maximise their full potential.

This Policy is fully supported by the Directors and will be reviewed annually, and also on an ad hoc basis as may be required in the light of industry best practice.

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