

POLICY NAME: POL-0515 Diversity, Equity, and Inclusion Policy	PAGE 1 of 5
Related Policies and Forms:	
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Diversity, Equity, and Inclusion Policy

I. COMMITMENT

Our success depends upon us having employees who are as diverse as the world in which we operate and who are able to perform to their best. In order to achieve this, we are committed to recruiting people with different backgrounds and providing them with opportunities to progress and grow in a way that meets their needs and aspirations.

We believe that having an inclusive environment where people can flourish not only increases the levels of employee engagement, but also accelerates the rate at which we can attract and retain more people with diverse skills and talents. Creating that environment relies on us all behaving in line with our values, our Code of Ethics (the Code) and always doing business in the right way. In practice, that means, providing an environment where everyone is treated with dignity and respect and has an equal chance to succeed. We commit to ensuring that our systems and processes are fair and equitable and to making it clear that behaviors like discrimination, harassment, and bullying, which undermine the dignity and respect of others, have no place in our business. If such behavior ever occurs, we will ensure it is investigated and prompt action is taken. We encourage you to report this through operational processes, grievance routes, or the Incident Reporting Hotline (North America) or Speak Out (International).

II. STRATEGY

In an organization with global operations, the challenges faced in progressing diversity, equity and inclusion and the drivers for doing so vary from country to country. Although the implementation of the strategy will reflect these local differences, its purpose in building a more diverse workforce and equitable and inclusive organization remains consistent throughout our organization. To achieve this, we must ensure our employees know we care about them and always seek to provide safe environments where they can be themselves, be valued for their contributions, and encouraged to develop and grow. We want our systems and processes to promote an environment where everyone can thrive, sharing their experiences and expertise as they do.

Following our strategy will not only help us make our organization more effective internally, but it will also help us to connect better with our external stakeholders too. For our customers this means harnessing different ideas to create new solutions while continuing to deliver excellent service. For our suppliers, this means using our procurement processes to promote diversity in our supply chain so that our efforts benefit wider communities too. Doing this will enhance our reputation as the employer of choice in the security industry and one that promotes the right behaviors through our wider supply chain, customer base and community activities.

III. PURPOSE

The purpose of this policy is to support our diversity, equity, and inclusion strategy by setting out:

- The right way of behaving in line with our values, the Code, and the actions we should take if we see or hear any conduct that is contrary to this.
- The goals we have set for ourselves in order to build a more diverse workforce and more equitable and inclusive workplace.

- The roles and responsibilities we all have for creating an environment where people can be themselves and perform to the best of their ability.

IV. SCOPE

This policy applies to all employees in Allied Universal® companies regardless of where they work or what job they do. It applies to any corporation, partnership and legal entity affiliated with Allied Universal and their joint venture partnerships and other associated third-party suppliers, vendors, and agents. It covers full and part time employees, workers, consultants, subcontractors, independent contractors, and other agents working on our behalf. We will also reference it in our contracts with suppliers to ensure our diversity, equity and inclusion efforts are aligned and no one is excluded or treated less favorably because of the work that we do.

The right way:

For all employees the right way of doing business in any of our International or North American companies in line with this policy means:

1. Being respectful of colleagues, customers, and those in our care. This is core to our values and the Code. Accepting people as they are and valuing their differences builds trust and greater understanding. People's differences are what make them unique and what helps to make our company successful.
2. Promoting equity by actively learning about people's differences. It is vital that our business systems and processes provide fair opportunities for everyone based on their individual needs and that they do not unfairly disadvantage any group of colleagues.
3. Behaving inclusively by being open to new ideas and welcoming all perspectives regardless of where or who they come from. Training is provided on diversity, equity, and inclusion that all employees must complete when asked to do so. As well as raising awareness of the topic and extending our knowledge of legal and regulatory responsibilities, such training helps us understand that we all have natural or subconscious biases, which if left unchecked, can affect our ability to treat everyone fairly. Challenging these biases and any assumptions about what people can do, or feel comfortable doing, will help us all build a more inclusive environment.
4. Never discriminating against people based on personal characteristics such as their race, color, ethnic origin, age, nationality, disability, gender, sexual orientation, gender identity, marital status or any other characteristic protected by local legislation. Additionally, employees in particular roles may be protected from detrimental or negative treatment by law where such treatment arises from roles that they undertake, for example Trade Union and health and safety representatives
5. Disclosing diversity information when requested as part of the recruitment process and on other occasions when needed and where permitted. The Company will only ask for data where it is entitled to do so and will always describe what it would be used for (for example, the making of adjustments, or arrangements, or for monitoring purposes). To help deliver the strategy employees will be encouraged to provide diversity data when requested. Unless legally required to provide information, your right to not provide it will also be respected. Data protection regulations will always be complied with. Any data collected will only be used for the purposes that were advised, it will be treated confidentially and stored securely.
6. Challenging any unacceptable or inappropriate behavior such as discrimination, harassment, victimization and bullying which have the effect of excluding or undermining the dignity of others. Behaviors such as these undermine this policy; breaches of our Values and Codes and

will be treated as serious matters, which may result in disciplinary action up to and including termination of employment.

7. Reporting any concerns in relation to unacceptable behavior, directly to your line manager, direct supervisor, or local HR team. If, for whatever reason, this may be difficult, not appropriate, or the person to whom you have reported the matter has not been able to resolve your concern, employees can use our whistle-blower hotline, called Speak Out, which includes the ability to make a complaint anonymously. For all employees in North America, this service is available via <https://aus.ethicspoint.com>. For employees in all International businesses, the service is available at g4s-speakout.com. All issues raised will be treated in confidence and handled swiftly and sensitively.

V. RESPONSIBILITY

Everyone in the company has a responsibility to behave in the right way consistent with our Code, our Values, and the policy set out above. Additional responsibilities apply to the following groups:

Executive Committee Members

- Accountable for delivery of the strategy and supporting the continued focus on building a more diverse organization and inclusive culture.
- Sponsoring the work of the D&I Committee in North America and the Inclusion Council that operates across our International businesses. This includes taking leadership of working groups set up to identify and address key diversity, equity, and inclusion issues.
- Reviewing and updating employees on progress internally and reporting it externally.
- Behave as set out below for Business leaders and managers.

Business Leaders and Managers

- Lead by example. Always behave in line with the commitments set out in this policy and any other requirements set out in local law. Ensure everyone for whom they are responsible understands the requirement for them to do the same by receiving appropriate training at the outset of and/or during their employment.
- Develop a global mind-set. Take advantage of the tools and resources available to build an understanding of diversity, equity and inclusion and the cultural competence needed by our global customers and increasingly diverse workforce.
- Foster working environments that are free from discrimination and harassment, where all employees can be themselves and are given fair opportunities to perform to their best.
- Make decisions about employee acquisition, engagement, development, and promotion, which comply with our policies, values and Code ensuring that they are free from bias and are objective and fair. Check that local systems and procedures do not discriminate and result in less favorable treatment of applicants and employees because of their race, color, ethnic origin, age, nationality, disability, gender, sexual orientation, gender identity, marital status or any other characteristic protected by local legislation. Support under-represented groups and consider how systems and processes can be equitably and lawfully adapted to meet their needs and ensure they can be successful.
- Monitor and review the diversity of their teams, for example via KPI's, talent reviews and nominations for leadership development programs etc. Take appropriate action to ensure it reflects the diversity of the communities where we operate and helps us relate better to the customers we serve.
- Promote mechanisms like our whistleblowing hotline so that employees feel safe to raise concerns if they believe they are being excluded or treated in ways that are contrary to this policy. This includes discrimination, harassment and bullying as well as less favorable treatment of certain groups in areas such as work assignments and invitations to meetings or social events.

- Respond positively and promptly to allegations made, making sure employees are protected from any retaliation when they do raise concerns. Learn lessons to prevent issues raised occurring again and offer appropriate support to victims.
- Be ready to discuss this policy with customers and potential customers so that they understand our expectations and commit to ensuring that in the absence of a better alternative, this policy applies on their sites too.
- Select suppliers and contractors whose behaviors and beliefs are aligned with the commitments set out in this policy and our Supplier Code of Conduct. Follow up with suppliers if there are concerns of non-compliance. Look to work together where necessary, sharing ideas and lessons learned to raise standards and promote diversity and inclusion for the benefit of all stakeholders.

Human Resources

- Ensure diversity, equity and inclusion is considered in all policies to prevent people being unintentionally excluded in anything we do.
- Provide appropriate training for all employees on our commitments and their responsibilities. Coach and mentor managers to help them address breaches of this policy appropriately and to role model inclusive behaviors.
- Build cultural understanding by offering tools and resources for self-managed learning.
- Establish appropriate mechanisms for capturing and communicating diversity metrics to show progress against the strategy. Provide internal and external benchmarks where appropriate. Ensure employee diversity data is only gathered, stored, and used in accordance with data protection laws and other local requirements.
- Embed diversity in our talent acquisition and management development processes to ensure increased diversity in our internal talent pipeline. Where this needs to be supplemented by external candidates, ensure any agencies used are preferred suppliers with a track record and commitment to diverse recruitment.
- Review and refresh this policy on a regular basis.

VI. OUR AIM

Embedded traditions, local laws, and cultural norms will all influence how each country approaches the strategy and the priorities they will focus on. For all businesses however the following aims will apply:

- Increase opportunities for the recruitment and retention of people from diverse backgrounds in the talent pipelines, particularly in areas of under representation.
- Continually raise awareness of the importance of diversity, equity and inclusion as a matter that affects our people, our business, our customers, and the wider community wherever we operate. We will use the D&I Committee in North America and the Inclusion Council in our international businesses as a vehicle to do this, sharing best practices and using working groups to research and support the local implementation of solutions to key diversity challenges. We will also facilitate and participate in other global diversity and inclusion initiatives both internally and externally where they will help achieve our aims.
- Build cultural knowledge and understanding across the many countries in which we operate. Being sensitive to cultural differences and understanding about what is acceptable in one country, continent or culture may not be in others, is vital in an organization whose customers and operations span the globe.
- Act on feedback from our employee engagement activities including our global survey, focus groups and inclusion events. We are keen to understand the extent to which employees believe the Company is a diverse and inclusive organization. We want to ensure that the voices of all our employees are heard if they believe the commitments in this policy are not being complied with.

- Use our procurement processes and Supplier Code of Conduct to encourage the use of a diverse range of suppliers wherever possible. Ensure they understand both our commitments to diversity and inclusion in this policy and zero tolerance for behaviors that breach it.

VII. FURTHER INFORMATION

Any questions or concerns about this policy should be directed to the relevant Regional HR Director who can provide leadership and practical support to businesses in the first instance.

Please see the contact information below for further details on topics mentioned in this policy.

- **Theresa White** - SVP DEI theresa.white@g4s.com
- **Teddy Rucker** - VP DEI teddy.rucker@aus.com