

Group People Policy

Beauparc is committed to providing a work environment where people are appreciated and can develop and progress their talent and experience, for the mutual benefit of the Company and themselves.

Scope

All individuals either as potential, current or previous employees regardless of the position, contract or location.

Our commitment – we shall:

- Provide clarity of organisation structure, roles and responsibilities and accountability
- Ensure adequate levels of capable resource to discharge our business requirements
- Recruit in a consistent and fair manner that allows the best person for the job to be selected
- Ensure that temporary workers undergo the process of induction and orientation into their roles and responsibilities, to enable them to perform their job safely and effectively
- Provide a non-discriminatory and inclusive work environment for all people working on our sites
- Provide a structured approach for training and development to allow all employees to have the training they require to complete work activities.
- Provide advice and guidance on career development and growth for individuals
- Ensure the mix of competence and experience is maintained to meet both short and long-term business needs
- Work to ensure the demographic structure of the business reflects our external demographic
- Manage employee performance providing support and development to meet the required standards
- Provide advice and guidance to employees and provide support when required
- Ensure mental health and employee wellbeing is supported within the business
- Ensure all line managers are selected and trained to enable the leadership of individuals and teams.
- Ensure employees are rewarded and recognised for their contribution
- Ensure employees can raise concerns without retaliation and in the knowing that they will be appropriately listened and responded to.
- Ensure grievance and disciplinary matters are properly and consistently applied, when required
- Ensure a safe working environment is available for all employees
- Provide an effective onboarding programme for employees
- Listen to and support request for flexibility in line with business and individual needs

Owner and updating or revision

This policy the responsibility by the Group HR Director. Updates will be issued where there have been material changes internally or externally and there will be a formal review annually of this policy.

Signed:



Chief Executive Officer

Date: 1st January 2024