



Equality, Diversity & Inclusion Policy

Collaborative Environmental Advisers (CEA) is a consultancy specialising in environmental and consenting support for energy projects and developments with marine and intertidal components. We provide advice and services at all stages of project development from planning through to operation. We will ensure, that in aspects of our work, we will be:

- accessible
- inclusive
- responsive
- fair

This policy exists to set out the responsibilities of the Company and those who work for us observing and upholding our aim to be an exemplar organisation, demonstrating excellence in equality, diversity and inclusion issues across all areas of policy and practice, and influencing others through the high standards that we set. It also exists to act as a source of information and guidance for those working for the Company. It helps them recognise and deal with equality, diversity and inclusion matters, as well as understand their responsibilities. This policy applies to all our employees, contractors, volunteers, and anyone who contributes to CEA.

CEA is committed to:

1. Ensuring equality, diversity and inclusion in the workplace as they are good practice and make business sense.
2. Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.

This commitment includes training managers and all other employees about their rights and responsibilities under the equality, diversity and inclusion policy. Responsibilities include staff conducting themselves to help CEA provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public.

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of our work activities.

Make opportunities for training, development and progress available to all staff, who will be helped and

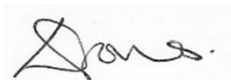
encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of CEA.

4. Make decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).
5. Review employment practices and procedures when necessary to ensure fairness, and update them and the policy to take account of changes in the law.
6. Monitor the make-up of the workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy.
7. We further commit to promote our culture to the public by providing training and engaging with universities and other education providers to raise awareness.

Our commitments will be realised through all of our employees working together to achieve:

1. An understanding of the different needs of CEA's customers so that we are able to provide an accessible and responsive service to all who need it
2. A CEA workforce that includes a diverse range of people at all levels, reflecting the community we serve
3. An open and inclusive culture within CEA
4. A good reputation for understanding and managing equality, diversity and inclusion effectively.

Signed,



Lisa Jones, Managing Director, Collaborative Environmental Advisers (CEA) Limited

Date: 15th January 2024