

QINETIQ

# Equality Diversity and Inclusion



2019

## 1. What is covered?

### 1.1

This 'Group Procedure' details what QinetiQ Group will do to promote equality, diversity and inclusion (ED&I) in the workplace. QinetiQ is an international business operating in a number of home territories with our people deployed all over the world. This 'Group Procedure' is principle based, and local policy addresses any country specific requirements.

## 2. What is our commitment to equality, diversity and inclusion in the workplace?

### 2.1

QinetiQ is fully committed to the promotion of ED&I in how we work together, serve our customers, and contribute to our communities.

### 2.2

**Equality:** QinetiQ is committed to creating a work environment where everyone is treated fairly, with dignity and respect. Decisions relating to recruitment and promotion will be based solely on merit. We will ensure that opportunities to develop and grow professionally and be fairly rewarded are available to all. We are committed to a workplace free of discrimination.

### 2.3

**Diversity:** We recognise that the individual contributions, perspectives and experience present in a diverse workforce enhance the quality and depth of decision-making, generation of ideas and ability to innovate. Our commitment is to create an increasingly diverse workforce at all levels of the organisation, that provides the innovation and creative solutions our customers expect from us.

### 2.4

**Inclusion:** Promoting inclusion means we can harness the best talents and achieve the power of collective insight. We ensure that everyone can contribute fully to QinetiQ's success and to that of our customers.

### 2.5

All employees, managers and leaders have a responsibility to ensure that all their behaviours and actions support these principles.

## 3. How do we achieve this in our workplace?

### 3.1

We provide training and clear guidance for all employees on our need for ED&I in our Code of Conduct, in our annual business ethics training and mandatory ED&I training. The importance of ED&I is also included in other training (for example Hiring Manager Interview Certificate) training for managers and we provide unconscious bias e-learning.

### 3.2

We recruit, select and develop our people based on merit and irrespective of their race, colour, religion, gender, age, sexual orientation, marital status, disability or any other characteristic (for example social background).

### 3.3

We will seek to attract talent from a more diverse candidate pool.

### 3.4

We make annual submissions on Gender Pay and provide updates on diversity in the annual report and accounts.

### 3.5

We will seek to work with third parties and like-minded organisations to share ideas and best practice. And we will implement initiatives to ensure we are comparable with our peers.

### 3.6

We have an ED&I Steering Group to drive strategy and programmes.

## 4. Where can you get advice and guidance?

### 4.1

The QinetiQ point of contact for questions and issues arising is The Group CR&S Director.

### 4.2

More information on specific in country requirements can be found in local 'Instructions'.