

Diversity, Equality & Inclusion Policy

Why do we have a policy?

Future (we, us, our) is committed to fostering, cultivating and preserving a culture of Diversity, Equality & Inclusion (DE&I) for and with our people.

It's the people in the boat that matter to us and by ensuring we have a unique mix of skills and passion for our products and brands we can differentiate ourselves from our competitors. Being transparent about our commitments to DE&I and our expectations of you will help us to achieve this.

We know that it is essential to ensure the inclusion of all individuals no matter their age, physical or mental ability, sex, sexual orientation, race, Religion or belief, gender reassignment, marriage or civil partnership, pregnancy and maternity (the Protected Characteristics) or part-time or fixed-term status. This will in turn ensure that Future creates a diverse employee base which encourages and supports equity, fairness and eliminates any form of unlawful or unfair discrimination.

Why do we need an inclusive, equitable and diverse workforce?

DE&I is important to Future. It's not about quotas or box ticking, it plays a pivotal role in our success and enables every one of our people to contribute fully; we all row the boat.

We recognise that a diverse workforce will ensure that Future will make better decisions and we respect that each of our people brings value because of our varied backgrounds and experiences and perspectives. This is the essence of our ability to achieve real innovation for our employees and audiences around the world.

We want Future to be a great place to work, where our people feel heard, recognised and seen for their contributions. Fairness is key to us achieving this so by removing barriers and executing consistently we can provide opportunities for our people to develop and flourish.

Who does this policy apply to?

We each have a responsibility to treat others with respect and dignity and you are expected to think and behave in such a way at all times, whether that's with your team, making new hires, engaging our audience or offsite at a work function. We extend the same behavior standards and principles to third parties, agency workers, freelancers and contractors.

We provide opportunities each year to enhance our people's knowledge in respect of DE&I so that we can embed this as usual way of working, underpinning our culture and sense of belonging.

General Principles

- Future will promote a culture of inclusion and diversity in the workplace and will always seek to treat all colleagues equitably and fairly. We want all

colleagues to feel welcome, comfortable, accepted and included and be supported to achieve their potential at Future.

- Opportunities for promotion and training of colleagues should be open to all and will be based on merit.
- All applicants for employment with the Company should be treated equally and with respect. No unjustifiable conditions should be imposed in relation to any job and adverts must not suggest that the Company has any intention of unlawfully discriminating against applicants.
- The application of the Company's terms and conditions of employment, policies and procedures and particularly the disciplinary and grievance procedures will be consistent, fair and transparent.
- All colleagues and applicants for employment shall be given equal opportunities in all areas of employment. No individual will receive less favourable treatment on grounds (or association with or perception of) of a Protected Characteristic or part-time or fixed-term status.
- The Company will not tolerate any form of unlawful discrimination. It will not impose any condition or requirement in relation to any job that cannot be justified as being necessary for the proper performance of the job.
- Great emphasis is placed on maintaining procedures which are free from all forms of discrimination.
- In any selection process the ability to perform the job will be paramount. Managers taking decisions at any stage of recruitment, promotion, training etc. should keep a written record of their reasons for decisions. Records will be retained for three months.
- In promoting the above practice, the Company aims to fulfill its social responsibility towards its colleagues and communities in which it operates. It also recognises its legal obligations under the Equality Act 2010 and any other relevant legislation or employment guidelines.
- Contractors and colleagues via an agency undertaking work for the Company are expected to associate the principles of this Policy with their own responsibilities in terms of their contractual obligations and the service they provide.
- Lead responsibility for the implementation of this Policy rests with the Board, who will ensure the Policy is observed within their sphere of responsibility and that it is reviewed on a regular basis, as appropriate. The Lead Director responsible for this is the Chief People Officer

Definitions

There are 4 main forms of discrimination;

- a) **Direct discrimination** occurs when a person is treated less favorably because of a protected characteristic they possess. Direct discrimination has 2 sub-types and can also be **by association or perception**, which occurs when someone is treated less favorably because of a protected characteristic possessed by someone who they are associated with, such as a family member (association) or are thought to possess (perception).
 - i) e.g. occurs because they care for a disabled family member or because it is perceived that they are gay.
- b) **Indirect discrimination** is usually less obvious and is usually unintended. It mostly occurs when a plan or rule is imposed and adversely affects those with a certain protected characteristic.
- c) **Harassment** is a form of discrimination involving "unwanted conduct", usually with the effect of violating a person's dignity or creating an intimidating or humiliating environment. Harassment holds some complexity and so we have a separate policy document available on the People Hub for more information.
- d) **Victimisation** occurs when a person suffers "detriment" or is treated

differently because they have been suspected to be or have been involved in a complaint of discrimination.

Procedure

If you believe you have been subjected to any kind of discrimination that conflicts with this policy or treated unfairly you should raise the matter with your line manager in the first instance. In circumstances where this is not appropriate you should speak with the People team.

Future will take allegations of behavior that conflicts with this policy seriously and have an active Disciplinary and Grievance Policy to protect both our people and the business should an event arise.

This policy may be changed from time to time without the need for formal consultation

Want to know more?

If you have any questions in relation to this policy, review the [People Site](#) or speak to a member of the People team.