



Respect at Work Policy

LLWR Ltd is committed to sustaining a working environment in which everyone can use their abilities to the full without fear of intimidation. LLWR Ltd regards all form of bullying and harassment towards another person, relating to workplace activities, either in or out of work in any form or media as intolerable and will deal with it via the company disciplinary procedures.

LLWR Commits to:

Protect employees from any form of bullying or harassment on the grounds of gender, race, colour, nationality, age, disability, gender reassignment, marriage, civil partnership, pregnancy and maternity, religion or belief, sexual orientation, working pattern, carer responsibility, trade union activity, political belief or any other grounds.

Ensuring the workplace is free from any sort of bullying and harassment including acts of aggression, causing embarrassment or discomfort to someone, through abuse of power, whether planned, organised or unintentionally.

We will achieve this by:

- Providing employees with clear guidance on what harassment is and the steps to take should harassment be witnessed within the company - Repository Site Guidance 21.07_03.
- Making anonymous reporting available via Safecall.
- Treating all complaints of bullying and harassment with sensitivity and respect; investigating all complaints fully and take action in accordance with the policy without any unreasonable delay.
- Holding employees to account which may make them liable for formal disciplinary action.