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EQUALITY, DIVERSITY & INCLUSION POLICY

Mer Group

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EQUALITY, DIVERSITY & INCLUSION POLICY

Mer Group is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination.

The aim is for our workforce to be truly representative of all sections of society and our customers, and for each employee to feel respected and able to give their best.

The organisation - in providing goods and/or services and/or facilities - is also committed against discrimination of customers or the public.

The policy's purpose is to:

- Provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time.
- Not discriminate because of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex and sexual orientation.
- Oppose and avoid all forms of discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities

The organisation commits to:

- Encourage equality, diversity and inclusion in the workplace as they are good practice, make business sense and builds a good workplace environment.
- Create a working environment free of bullying, harassment, victimisation and 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 the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and discrimination. All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public.
- Take seriously complaints of bullying, harassment, victimisation and discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.

Such acts will be dealt with as misconduct under the organisation's Code of Conduct and this policy. Particularly serious complaints or actions that could amount to gross

misconduct can lead to disciplinary actions or even dismissal.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations.

- 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 the organisation.
- Review employment practices and procedures when necessary to ensure fairness, and also update them and the policy and relevant legislation.
- Monitor the wholeness in 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.

Monitoring will also include assessing how the equality, diversity and inclusion policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

The Equality, Diversity and Inclusion Policy is a policy all employees in Mer Group commit to, and would be agreed with trade unions and/or employee representatives where applicable.

How to raise a concern or whistle blow:

Any incidents or concerns regarding bullying, harassment, victimisation and discrimination can and should be raised. There are different channels and ways to do this in the country of employment. Mer Group will also highlight and encourage to use these channels.

Raise the concern or incident through:

- The nearest leader
- The leader above the nearest leader
- An employee representative at the workplace
- HR
- External whistle blowing channel:
 - Submit your concern via KPMG's online and secure reporting channel: [mer - Hjem \(integrityline.com\)](https://mer-hjem.integrityline.com)
 - Send an email to: varsling@kpmg.no.
 - Write to: KPMG v/Gransking og Compliance, Postboks 7000 Majorstuen, N-0306 Oslo.
 - Call KPMG's hotline (+47) 406 39 400. Opening hours for the telephone line are Monday-Friday at 09.00 – 15.30. The caller's telephone number will not be visible to the responder from KPMG.

External parties can also report concerns using the Whistle blower Channel.

All reports will be handled thoroughly on a confidential basis.

A report can be made on an anonymous basis, using KPMG's online and secure channel and by following the instructions contained therein.

Mer will not use any retaliatory measures against anyone for raising or helping to address a genuine bullying, harassment, victimisation and discrimination concern.

For and on behalf of Mer Group



Kristoffer Thoner
CEO
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