

# Equality and Diversity Policy

## Background

The DTG is intent on advancing equality and diversity as key features within all its activities, as it believes this to be ethically right and socially responsible. Equality and diversity are essential factors that contribute to the economic strengths of the DTG and as such extend to all employees, contractors, job applicants, DTG members, customers, clients and other people with whom we deal to ensure that they are treated fairly and are not subjected to unfair or unlawful discrimination.

The DTG's Equality and Diversity Policy provides for coordination and implementation at a strategic level and is supported by additional policies that provide for an integrated approach to equality and diversity. This policy is not contractual but it shows how the DTG wishes to address equality and diversity throughout its activities.

## Commitment to Equality, Diversity and Equal Opportunities

The DTG believes that excellence will be achieved through recognising the value of every individual. We aim to create an environment that respects the diversity of staff and enables them to achieve their full potential, to contribute fully, and to derive maximum benefit and enjoyment from their involvement in the life of the DTG.

To this end, the DTG acknowledges the following basic rights for all members and prospective members of its community:

- to be treated with respect and dignity;
- to be treated fairly with regard to all procedures, assessments and choices;
- to receive support, encouragement and opportunities to reach their full potential and contribute towards the aims of the DTG.

These rights carry with them responsibilities and the DTG requires all members to recognise these rights and to act in accordance with them in all dealings with colleagues. In addition, the DTG will comply with all relevant legislation and good practice.

No individual will be unjustifiably discriminated against. This includes, but not exclusively, on the basis of gender, race, nationality, ethnic or national origin, religious or political beliefs, impairment or disability, marital status, social background, family circumstance, sexual orientation, gender reassignment, responsibility for dependents, spent criminal convictions, age or for any other reason.

The DTG recognises the benefit of assisting employees to balance their work and private life responsibilities.

## **Communication**

The Equality and Diversity Policy is available to all members of staff, both in hard copy and on Confluence. If alternative formats of the Policy are required, please contact the Office Manager.

The Director responsible for HR will, from time to time, supplement approved DTG policy with codes of practice or guidelines on behaviour and these will be disseminated to the relevant members of staff.

## **Complaints**

Any complaint will be taken seriously and dealt with in a timely and sensitive manner, in accordance with the appropriate grievance and disciplinary procedures. Copies of these policies can be found on Confluence.

This policy should be read in conjunction with the DTG Dignity at Work and Harassment Policy.

## **Policy Reviews**

Date	Description	Version number
Feb 2011	Initial Policy	1.00
March 2015	Policy reviewed, minor typo amendments	1.10

## **Gender Equality Plan (GEP) – Addendum Digital TV Group (DTG)**

Effective date: 27/01/2026

Applies to: All DTG staff, contractors and associates

Related document: HRSP9 – Equality & Diversity Policy (v1.1, March 2015)

### **1. Purpose and scope**

This addendum supplements the DTG Equality & Diversity Policy and confirms Digital TV Group's compliance with the Gender Equality Plan (GEP) requirements applicable to Horizon Europe and other EU-funded programmes.

It should be read in conjunction with DTG's existing Equality & Diversity Policy and related policies, including Dignity at Work and Harassment.

DTG remains committed to advancing equality and diversity as key features of all its activities, recognising that this is ethically right, socially responsible, and beneficial to organisational excellence.

### **2. Senior management commitment and approval**

This Gender Equality Plan Addendum is approved by DTG senior management and reflects the organisation's ongoing commitment to equality, diversity and equal opportunities.

Senior management endorses the principles set out in this addendum and is committed to ensuring that equality and diversity considerations are embedded in DTG's organisational culture and practices.

**Approved by:**

Richard Lindsay-Davies

CEO

Digital TV Group

### **3. Responsibilities and dedicated resources**

Responsibility for the implementation and oversight of DTG's equality and diversity commitments, including this GEP addendum, rests with the Director responsible for HR, supported by senior management.

Implementation is proportionate to DTG's size and structure and includes:

- Allocation of management time to equality and diversity matters
- Oversight of relevant policies and practices
- Coordination with HR and management functions as appropriate

Where required, DTG may draw on external advice or training to support effective implementation.

#### **4. Data collection, monitoring and review**

DTG commits to monitoring equality and diversity on an ongoing basis using appropriate, proportionate data, including where relevant:

- Gender-disaggregated information on staff composition
- Recruitment, retention and progression patterns (where applicable)

This information is used internally to identify potential issues, inform management decisions, and support periodic review of policies and practices.

This addendum and the underlying Equality & Diversity Policy will be reviewed periodically to ensure continued relevance and effectiveness.

#### **5. Training, awareness and good practice**

DTG is committed to maintaining an organisational culture that promotes respect, dignity and fairness.

Equality and diversity principles are communicated to staff through policies and internal communications. DTG commits to providing appropriate awareness-raising or training, including on unconscious bias, for staff and decision-makers where proportionate and relevant.

Training may be delivered internally or externally and adapted to DTG's size, activities and operational needs.

#### **6. Thematic areas addressed**

Through its Equality & Diversity Policy and this addendum, DTG addresses:

- Work-life balance and organisational culture
- Equality and fairness in recruitment and working practices
- Dignity at work and prevention of harassment

#### **7. Publication**

This Gender Equality Plan Addendum is a public document and is published on DTG's website together with the Equality & Diversity Policy.