



Policy Name:	Equality & Diversity Policy
Why do we need it?	Titanium Technology is committed to equality opportunity for all employees and to employment practices, policies and procedures which ensure that no employee, or potential employee, receives less favourable treatment as a result of protected characteristics*. Promoting diversity emphasizes both organisational and personal benefits to be gained from valuing and celebrating the differences between people.
When would you use it?	For recruiting and all employment related activities
Who does it apply to?	All employees and prospective employees, plus collaborators and volunteers.
How is it applied?	Titanium Technology will promote equality and diversity in all areas of recruitment, employment and work in order to provide an inclusive environment where everyone feels valued, respected and empowered.
What else should I look at?	Our Peoples Ethos The Sustainable Development Goal agenda and gender equality (SDG 5, SDG 8 and SDG 10) All employment related policies and procedures will comply with the principles outlined in this policy.

1. Purpose

Titanium Technology works to the following equality and diversity principles:

- The creation of an environment in which individuals' differences and the contributions of all employees are recognised and considered assets for the company.
- Every employee is entitled to a working environment that promotes dignity and respect for all. Training, development and progression opportunities will be a motto for the employees.
- Equality in the overall and equity in the work sphere to ensure that human development benefits reach everyone.



Equality and the law:

- All employment practices and procedures are reviewed to ensure fairness.
- Breaches of the equality and diversity policy will be regarded as misconduct and could lead to disciplinary proceedings.
- Titanium Technology will comply with anti-discrimination legislation, including the Equality Act 2010
- *The protected characteristics are: age, disability, gender re-assignment, race, religion of belief, sex, sexual orientation, marriage and civil partnership, pregnancy and maternity.

2. Responsabilites

Whilst It is a collective responsibility to ensure this Policy is successfully adopted, there are specific responsibilities within this:

2.1. Blind Recruitment Methods:

In the pursue of a true equality environment and to retain top talent, in terms of hiring for their best, Titanium Technology's recruitment process is based on blind recruitment. The selection for employment, promotion, training or any other benefit will be on the basis of aptitude, knowledge and ability. The interested in working at Titanium Technology will received a blind application process with some the following methodologies: structured interviews, work sample test, cognitive ability test, graphology test and reference or merit checks.

2.2. Line Managers

Managers are required to exercise leadership in this field by discouraging prejudice and by modelling appropriate behaviour. They must ensure that the Policy is clearly communicated to their employees along with sources available support. They must also take fast and appropriate action to deal with any breaches occurred.

Managers are responsible for applying employment practices, policies and procedures fairly and consistently, and for highlighting and addressing any practices in empowering this Policy.

2.2. Employees

All employees are responsible for familiarising themselves with the Equality and Diversity Policy. Employees should inform to the P&OD if they know or suspect if discrimination/harassment is occurring.



2.3. P&OD

This Policy is owned by the Director of People & Organizational Development, who is responsible for its effective implementation and periodic review. P&OD will ensure all employees are trained and made aware of their responsibilities under the Policy through Induction and relevant training modules. P&OD will continuously review all related policies and practices to maintain a focus on equality and diversity.

3. Procedure for dealing with complaint of discrimination

Any employee who feels that they have been discriminated against on any ground set out in this policy with HR. Where resolution cannot be achieved through informal discussions, an employee may put forward a grievance in line with Titanium Technology Grievance Policy.

4. Monitoring

All aspects of this Policy shall be kept under review. As part of this, in order to identify the effectiveness of this Policy implementation, an anonymous and confidential record will be maintained giving a diversity profile Titanium Technology's employees.

The composition of the workforce within Titanium Technology will be regularly reported in the People Data Pack produced by People & OD. Employees are entitled to access, check, correct and update their own record of these details; otherwise, access to this information shall be restricted and controlled by P&OD.

A handwritten signature in blue ink, appearing to read "ASMiracle", with a horizontal line drawn through the middle of the signature.

Alejandro Samaniego Miracle
CEO – Titanium Technology