Equality and Diversity Policy

REDO PRINT & DESIGN LIMITED trading as Matbaa
Company number 04485121

Our commitment

We will treat people fairly and with respect in our workshop, offices and on customer sites. We will prevent unlawful discrimination, harassment and victimisation in employment and when providing services. This policy applies to staff, agency workers, contractors and job applicants and covers dealings with customers and suppliers.

We uphold the protections in the Equality Act 2010 for age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

How we put this into practice

We will use job-related criteria for recruitment, training and promotion and make reasonable adjustments for disabled applicants and staff. We will consider accessibility and reasonable adjustments when providing services to customers.

We will take all reasonable steps to prevent sexual harassment, including from customers and other third parties. We will assess risks in the workshop and at customer sites, brief staff on expected conduct and reporting, and review our measures after concerns are raised.

Raising and handling concerns

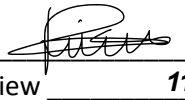
If you experience or witness discrimination, bullying, harassment or victimisation, report it to Riza Yelden, Managing Director. If the concern is about Riza, report it directly to the General Manager. Staff may raise a formal grievance.

The person handling the concern will arrange a prompt and impartial investigation, share information only as needed, and explain the outcome and any applicable appeal route. We will protect people from victimisation for raising or supporting a concern. Where appropriate, we will take disciplinary action or address the conduct with the customer or contractor involved.

Responsibility and review

The Managing Director oversees this policy. We will share it with staff and review it annually and after significant changes in working practices or legal requirements.

Riza Yelden
Managing Director

Signature  Date ***11.11.2026***

Next review ***11.11.2027***