

Equality, Diversity and Inclusion Policy

Applies to all recruitment activity carried out by SCL Recruitment Ltd

Policy owner	Robert Pegg, Director
Approved by	Robert Pegg, Director
Effective date	10 August 2026
Review date	10 August 2027
Version	1.0
Applies to	All directors, employees, contractors and associates of SCL Recruitment Ltd

1. Purpose and position

SCL Recruitment Ltd places senior and operational talent into logistics, supply chain and operations businesses. Our value to a client rests entirely on the quality of the shortlist we produce. Anything that narrows the field for reasons unconnected to capability makes us worse at our job, not just exposed legally.

That is the commercial case, and it is the one we lead with. This policy sets out how we apply it in practice.

2. Legal framework

This policy is written to comply with:

- The Equality Act 2010, which protects against discrimination on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. These are referred to in this policy as protected characteristics.
- The Conduct of Employment Agencies and Employment Businesses Regulations 2003, which govern how recruitment businesses deal with work seekers and hirers.
- The Employment Rights Act 1996 and associated legislation on fair treatment at work.
- The Data Protection Act 2018 and UK GDPR, in relation to the handling of candidate information including any diversity data.

3. Our commitments

3.1 Assessment on merit

Every candidate is assessed against the requirements of the role and nothing else. Those requirements are agreed with the client in writing at the point of instruction and are limited to skills, experience, qualifications, competence and demonstrable capability.

We do not screen, rank or filter candidates on the basis of any protected characteristic. Shortlist decisions are recorded against the agreed role criteria so that the basis of each decision can be evidenced.

3.2 Sourcing and reach

A shortlist can only be as diverse as the pool it is drawn from. We therefore:

- Search across multiple channels rather than relying on a single network, so that we do not simply reproduce the demographics of the incumbent team.
- Write role adverts and specifications in neutral language, avoiding terms that discourage applications from particular groups.
- Challenge requirements that are stated as essential but are not genuinely necessary for performance in the role, for example arbitrary years of experience, unnecessary degree requirements, or continuous service history that penalises career breaks.
- Present the strongest available candidates against the brief, and say so plainly where a client specification is limiting the field without commercial justification.

3.3 Handling client instructions

We will not accept or act on any instruction from a client that would require us to discriminate unlawfully, whether that instruction is given directly or implied. This applies regardless of the value of the assignment.

Where we receive such an instruction we will raise it with the client, explain the legal position, and decline to act on it. Where a client will not move, we will withdraw from the assignment.

We recognise that positive action under sections 158 and 159 of the Equality Act 2010 is lawful in defined circumstances. Where a client wishes to take positive action we will support it, and we will take advice to make sure it stays inside the statutory limits.

3.4 Disability and reasonable adjustments

We ask every candidate, at the point they enter a selection process, whether they require any adjustment to take part on a fair basis. Requests are treated as routine and are actioned without further justification being demanded.

We pass adjustment requirements to clients with the candidate consent and we expect clients to accommodate them at interview stage. Adjustment requests are never treated as a factor in assessment.

3.5 Confidentiality of personal information

Any diversity information we hold is used only for monitoring in aggregate. It is not shared with clients as part of a candidate submission and it plays no part in selection.

4. Harassment, bullying and victimisation

We do not tolerate harassment, bullying or victimisation of any candidate, client, supplier or colleague. This includes conduct related to a protected characteristic and conduct that creates an intimidating, hostile, degrading or offensive environment.

Any candidate or client who wishes to raise a concern can do so by contacting the Director directly at info@scirecruitment.co.uk or on 07500 475477. Concerns are investigated promptly and the person raising them will not be disadvantaged for having done so.

5. Monitoring and accountability

The Director holds overall responsibility for this policy and for compliance with it.

We monitor, on an anonymised and aggregated basis:

- The composition of longlists and shortlists against the pool searched.
- Placement outcomes by stage, to identify any point in the process where particular groups fall out disproportionately.
- Any complaint or concern raised under this policy, and how it was resolved.

Findings are reviewed annually alongside the policy itself. Where the data shows a pattern we act on it rather than record it.

6. Application and review

This policy applies to all directors, employees, contractors and associates acting on behalf of SCL Recruitment Ltd. It forms part of our terms of engagement with associates and is provided to clients on request.

It is reviewed at least annually, and sooner where legislation changes or where monitoring indicates it should be.

Signed	
Name	Robert Pegg
Position	Director, SCL Recruitment Ltd
Date	10 August 2026