

ADMINISTRATION WORKPLACE BEHAVIOUR STATEMENT

Statement on Worker Protection Act 2024

Workplace Behaviour Statement

At Contract Solutions Scotland Ltd., we are committed to maintaining a workplace that is inclusive, respectful, and free from inappropriate behaviour, harassment, or discrimination of any kind.

We expect all employees, contractors, and visitors to treat one another with dignity and respect. Any form of inappropriate behaviour, including harassment or discrimination based on race, gender, sexual orientation, religion, age, disability, or any other protected characteristic, will not be tolerated. If a colleague, contractor, client or visitor highlights what they deem as inappropriate behaviour, the matter will be fully investigated.

Violations of this policy will be taken seriously and may result in disciplinary action, up to and including termination of employment. We encourage anyone who experiences or witnesses such behaviour to report it promptly, knowing that all concerns will be handled confidentially and with care.

By working together, we can ensure that Contract Solutions Scotland Ltd. remains a safe and welcoming environment for everyone.

R DUNCAN

Managing Director

ISSUED: 30.04.2025 REVIEW: 30.04.2026