



**GRIFFIN
LAW**

Equality, Diversity
and Inclusion Policy

Equality, Diversity and Inclusion Policy

Griffin Law is committed to fostering a working environment in which all individuals are treated with dignity, trust and respect, and where equality of opportunity is promoted at all stages of the employment lifecycle.

We recognise that our people are our greatest asset. An inclusive culture that values different perspectives, experiences and backgrounds strengthens our ability to deliver high-quality legal services and contributes to the long-term success of the Firm. We are therefore committed to creating an environment in which everyone can contribute fully and realise their potential.

This policy sets out our approach to equality, diversity and inclusion (“**EDI**”) and the standards we expect. It applies to all employees, workers, consultants, contractors, job applicants and others who work with or on behalf of the Firm.

This policy does not form part of any contract of employment and the Firm reserves the right to amend or withdraw it at any time.

Regulatory and Legal Context

As a firm regulated by the Solicitors Regulation Authority, we recognise that our obligations extend beyond compliance with the Equality Act 2010. We are committed not only to meeting our legal duties but also to upholding our professional responsibilities, including the requirement to encourage equality, diversity and inclusion.

The Equality Act 2010 provides protection from discrimination, harassment and victimisation and sets the legal framework within which this policy operates.

Our Approach

We are committed to promoting equality of opportunity and to maintaining a culture in which difference is respected and valued.

We seek to ensure that all individuals are treated fairly and that decisions are made objectively and on the basis of merit. We are also committed to identifying and removing barriers to inclusion and to ensuring that our practices support a fair and respectful working environment.

We recognise that creating an inclusive culture requires ongoing effort and engagement from all those working within the Firm.

Scope of this Policy

This policy applies to all aspects of the employment relationship, including recruitment, selection, terms and conditions of employment, training, development, promotion, performance management and termination of employment.

It also applies to conduct in the workplace, at work-related events and in external or online environments where such conduct may impact colleagues, clients or the reputation of the Firm.

Equality of Opportunity

The Firm is committed to ensuring that no individual is treated less favourably because of a protected characteristic. These characteristics are:

- age
- disability
- gender reassignment
- marriage or civil partnership

- pregnancy or maternity
- race (including colour, nationality and ethnic or national origin)
- religion or belief
- sex
- sexual orientation

We also recognise that individuals may face barriers due to other factors such as socio-economic background, caring responsibilities or working arrangements, and we seek to ensure that these do not result in unfair disadvantage.

All employment-related decisions will be based on merit, capability and business need.

Understanding Discrimination

Discrimination can take a number of different forms and is not always obvious. It may be intentional or unintentional.

Direct discrimination occurs where an individual is treated less favourably because of a protected characteristic compared with someone who does not share that characteristic.

Indirect discrimination occurs where a provision, criterion or practice is applied to everyone but has the effect of putting individuals who share a protected characteristic at a particular disadvantage, unless it can be objectively justified.

Discrimination may also arise where an individual is treated less favourably because of their association with someone who has a protected characteristic, or because they are perceived to have a protected characteristic.

In the case of disability, discrimination may also occur where reasonable adjustments are not made.

Diversity, Inclusion and Workplace Culture

We recognise that diversity and inclusion are not the same. Diversity relates to the differences between individuals, while inclusion is about ensuring that those differences are valued and that individuals feel able to contribute fully.

We are committed to creating a culture in which individuals feel respected, supported and able to be themselves. This includes promoting inclusive behaviours, encouraging open communication and recognising the value of different perspectives.

We also recognise that bias, including unconscious bias, can influence decision-making. We are committed to increasing awareness of bias and to ensuring that our practices are fair and objective.

Recruitment and Career Development

The Firm is committed to fair and transparent recruitment and progression processes. We aim to attract candidates from a diverse range of backgrounds and to ensure that decisions are made objectively and without bias.

Opportunities for training, development and promotion are made available on an equitable basis. Those involved in decision-making are expected to act fairly and to ensure that decisions are supported by evidence.

Reasonable Adjustments and Support

We recognise that some individuals may require adjustments to enable them to participate fully in working life.

We are committed to making reasonable adjustments where appropriate, including adjustments to working arrangements, duties or the working environment. We encourage individuals to speak openly about any support they may require so that appropriate steps can be taken.

We also recognise that not all disabilities are visible and that individuals may have different needs and preferences. Any information shared will be handled sensitively and in confidence.

Prohibited Conduct

Discrimination, harassment, bullying and victimisation are not tolerated under any circumstances.

Such behaviour may be intentional or unintentional and can arise in many forms, including verbal, non-verbal or written communication, or through digital platforms. It may occur in person or online and may take place both within and outside the workplace.

Examples of unacceptable behaviour include:

- making offensive or derogatory comments related to a protected characteristic;
- excluding individuals from opportunities or interactions without justification;
- inappropriate jokes, “banter” or microaggressions; and
- behaviour that creates an intimidating, hostile or degrading environment.

Where such conduct occurs, the Firm will take appropriate action, which may include disciplinary proceedings.

Responsibilities

The Firm has overall responsibility for implementing this policy and ensuring compliance with legal and regulatory requirements. All individuals working for or with the Firm are expected to uphold the principles set out in this policy and to treat others with dignity and respect.

Raising Concerns

Any concerns relating to discrimination, harassment or inappropriate behaviour should be raised promptly. Details of how to raise concerns, including informal and formal processes, are set out in the Firm’s [Anti-Harassment, Sexual Harassment and Bullying Policy](#).

Monitoring and Review

The Firm will keep this policy under regular review to ensure that it remains effective and reflects current legal and regulatory requirements.

Publication

This policy may be made available externally in order to demonstrate the Firm’s commitment to equality, diversity and inclusion.