STATOM HOLDINGS Limited (Statom Group Limited, Statom Group North Ltd, Statom Plant Ltd, Statom Remediation Ltd, Demoforce Group Ltd, FL-Facilities Group Ltd, Slipform Technology Ltd, Spark Tech MEP Ltd, Franki Foundations UK Ltd, Martello Piling Ltd) (“Statom”, “the Company”)

We are committed to high standards of professional conduct, integrity and accountability. As a leading civil engineering and construction organisation, we recognise that the behaviour and standards of our people are fundamental to building a strong, respectful culture and protecting our reputation as a trusted industry leader.

We expect everyone working for or on behalf of the Company to act with professionalism, respect and responsibility at all times, reflecting our values and supporting a positive working environment. Clear standards of behaviour are essential to ensuring safety, quality and effective collaboration across our projects and teams.

1. Purpose

Statom Group recognises the contribution made by employees who serve in the UK Reserve Forces. This policy sets out the Company’s approach to training commitments, mobilisation, employment protection, financial arrangements and return to work, consistent with the Reserve Forces Act 1996, the Reserve Forces (Safeguard of Employment) Act 1985 and current Ministry of Defence guidance.

2. Scope

This policy applies to employees who are members of the UK Reserve Forces, including Volunteer Reservists and other categories who may have mobilisation obligations. It does not create a contractual entitlement to paid training leave unless expressly confirmed in writing.

3. Notification of Reserve Status

Employees are encouraged to tell HR that they are Reservists so the Company can support training and mobilisation planning. Reservists should provide reasonable information about known training commitments and promptly notify HR and their manager of any call-out notice. Personal information about Reserve status will be handled in accordance with the Data Protection Policy.

4. Training Commitments

There is no general statutory right to time off from civilian employment for routine Reservist training. Statom will, however, consider requests reasonably and support them where operationally practicable. Employees should give as much notice as possible, normally at least one month for planned training. Annual leave or unpaid leave may be requested. Any additional paid special leave must be expressly approved in writing and is discretionary unless a separate contractual arrangement applies.

5. Mobilisation

Mobilisation is compulsory full-time service following a lawful call-out. In most cases the Reservist and employer receive notice and an information pack. The employee must tell Statom as soon as possible and provide the call-out documentation to HR. Statom will release the employee for mobilisation as required by law.

Where mobilisation would cause serious harm to the business, the Company may consider applying for exemption, deferral or revocation in accordance with the call-out documentation and statutory process. Any application will be coordinated by HR and the relevant Director; the employee will be kept informed.

6. Pay, Payroll, Pension and Benefits During Mobilisation

Mobilisation will normally be treated as authorised unpaid absence from Statom. The Ministry of Defence pays service pay and can provide financial support to Reservists. Statom will make the required payroll changes and will not continue normal salary unless a written Company arrangement expressly provides otherwise.

A Reservist may, subject to the applicable scheme rules, continue contributions to their workplace or personal pension, with the Ministry of Defence meeting qualifying employer contributions where the employee continues their own contributions. Company benefits may be suspended where permitted and will be discussed before mobilisation. HR will confirm the treatment of each benefit in writing.

7. Employer Financial Assistance

The Company may claim financial assistance available from the Ministry of Defence for qualifying costs arising from mobilisation, including certain replacement, recruitment, handover, overtime and return-to-work training costs. HR/Finance will manage any claim and required evidence.

8. Annual Leave and Continuity

Reservists should discuss accrued annual leave before mobilisation. During full-time mobilised service, annual leave is provided through the Armed Forces rather than accruing as normal Statom annual leave, subject to the applicable legal and scheme rules. Mobilisation and reinstatement rights will be managed so that statutory employment protections are preserved.

9. Dismissal, Detriment and Redundancy

Statom will not dismiss, select for redundancy or otherwise disadvantage an employee solely or mainly because of their liability to mobilisation, mobilisation itself or lawful Reserve service. Reservists may be included in a genuine redundancy exercise arising from business closure, reduced work or organisational change, provided the selection and consultation process is fair, objective and does not penalise Reserve status or mobilisation.

10. Returning to Work

A Reservist wishing to return to Statom after mobilisation should write to the Company as soon as they know when they can return and, under current GOV.UK guidance, no later than the third Monday after the last day of service. The Company will re-employ the Reservist as soon as reasonably able in accordance with the statutory reinstatement regime.

The employee is normally entitled to return to the same type of job on the same terms and conditions. If that job no longer exists, the Company will consider a reasonable alternative in accordance with the legislation. The minimum period of protected re-employment depends on pre-mobilisation service: up to 13 weeks' service, at least 13 weeks; between 13 and 51 weeks, at least 26 weeks; 52 weeks or more, at least 52 weeks.

11. Reintegration and Health

- a return-to-work meeting with the manager and HR where appropriate;
- updates on organisational, project, client or system changes;
- refresher or competence training where needed;
- consideration of Occupational Health or wellbeing support where appropriate; and
- reasonable time to re-familiarise with changed duties, equipment or procedures.

12. Health and Safety / Safety-Critical Work

Where a returning Reservist works in a safety-critical role, Statom may require competence checks, refresher training, medical/Occupational Health input or site re-induction where justified by the role and risk. These controls must be applied proportionately and must not be used to disadvantage the employee because of Reserve service.

13. Responsibilities

- Employees must provide reasonable notice, keep HR updated and supply relevant mobilisation/return documentation.
- Line Managers must support planning, avoid unlawful disadvantage and refer mobilisation or return-to-work issues to HR.

- HR owns the legal process, records, payroll coordination, reinstatement advice and liaison with Ministry of Defence employer support where required.

Approval and Review

This policy will be reviewed at least annually and earlier where legislation, regulatory guidance, case law, Company structure, operational risk or business practice changes materially. Substantive amendments require appropriate Group approval before issue.

AUTHORISED AND APPROVED

SIGNED



Gavin Hunt
Chief Development Officer

Review: **Annually**
Date: 01/06/2026
Next Review: 01/06/2027

SIGNED



Martina Oyite
Chief People Officer

Review: **Annually**
Date: 01/06/2026
Next Review: 01/06/2027

Review: Annually or earlier where legislation, guidance, Company practice or operational requirements change.
This policy is subject to annual review and approval by the Board.