



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

This register records the policy rationalisation approved following the 2026 legal and duplication review. It identifies documents to retire, documents reclassified as supporting procedures/schedules, and the replacement document that should remain active.

2. Policies to remove from the active policy register

- HR-POL-023-03 – Malpractice and Maladministration Policy: RETIRE. Its speak-up/reporting content is absorbed into HR-POL-021-06 Whistleblowing Policy; misconduct remains covered by Disciplinary, Anti-Fraud, Anti-Bribery, Anti-Tax Evasion, Data Protection and other specialist policies.
- HR-POL-035-03 – Stress Management Policy: RETIRE. Its work-related stress risk-management content is absorbed into HR-POL-010-04 Mental Health, Wellbeing and Work-Related Stress Policy.
- HR-POL-075-02 – Parental Bereavement and Compassionate Leave Policy: RETIRE. It duplicates HR-POL-052. The consolidated replacement is HR-POL-052-04 Bereavement and Compassionate Leave Policy.
- HR-POL-034-03 – Mileage Reimbursement Policy: REMOVE AS A STANDALONE POLICY and reclassify its operational content as HR-PRO-034-01 under the master Expenses Policy.
- HR-POL-079-01 – Night Out and Overnight Subsistence Policy: REMOVE AS A STANDALONE POLICY and reclassify its operational content as HR-PRO-079-01 under the master Expenses Policy.

3. Policies retained but narrowed

- HR-POL-008-05 – Equal Opportunities, Diversity and Inclusion Policy: retain for equality, discrimination and reasonable-adjustment governance; harassment procedure is removed and cross-referred to HR-POL-005-06.
- HR-POL-005-06 – Bullying, Harassment and Sexual Harassment Policy: retain as the single operational harassment/prevention/complaint standard.
- HR-POL-059-07 – Expenses Policy: retain as the single parent policy for expenses, with mileage and overnight subsistence as supporting schedules.

4. Document-control instruction

Once the replacement documents are approved, the superseded documents should be marked “RETIRED / SUPERSEDED”, removed from the active employee policy library and retained only in the controlled archive for evidential and version-history purposes. Old versions should not be deleted where they are required for audit, litigation, employment claims, regulatory evidence or document-control records.

5. Cross-reference update

HR should update the policy index, handbook, induction materials, intranet/document management system and cross-references in related policies so that employees and managers are directed only to the current documents listed in this register. Cross-references must use the current titles: HR-POL-005-06 Bullying, Harassment and Sexual Harassment Policy; HR-POL-008-05 Equal Opportunities, Diversity and Inclusion Policy; HR-POL-010-04 Mental Health, Wellbeing and Work-Related Stress Policy; HR-POL-052-04 Bereavement and Compassionate Leave Policy; and HR-POL-059-07 Expenses Policy with HR-PRO-034-01 and HR-PRO-079-01 as supporting schedules.

Approval and Review

This document will be reviewed at least annually and earlier where legislation, statutory 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.