

# Group Employment Policy

---

## Policy statement

SSE's policy is to provide a safe, engaging and inclusive working environment.

## Policy purpose

The purpose of this policy is to create an approach to employment standards, inclusion and diversity, and learning opportunities that fosters a great place to work.

This policy is owned by the Director of Human Resources and is one of a suite of group-level policies that promote a healthy business culture, guide decisions and actions as expected by the company's stakeholders, and make SSE a responsible company that people want to invest in, buy from, work for and partner with.



**John Stewart**  
Director of Human Resources



**Alistair Phillips-Davies**  
Chief Executive Officer



## POLICY PRINCIPLES

The following principles highlight how we expect the policy statement to be achieved, and should be used to guide behaviours, decision making and action:

<p>Employment Standards</p>	<ul style="list-style-type: none"> <li>• All SSE employees and those in SSE's supply chain must be treated, and treat each other, with fairness and respect.</li> <li>• We have clear standards of conduct and procedures for dealing with behaviour or relationships which do not meet those standards or our values.</li> <li>• Our employees live our values of Safety, Service, Efficiency, Sustainability, Excellence and Teamwork.</li> <li>• The dignity of all employees is respected by management and employees and procedures are in place to reinforce this philosophy.</li> <li>• We seek to make SSE a great place to work where all employees are engaged, motivated and proud to be part of our team.</li> <li>• As a responsible employer, we reward our employees fairly and support the Real Living Wage.</li> </ul>
<p>Inclusion and Diversity</p>	<ul style="list-style-type: none"> <li>• SSE strives to create an inclusive workplace and values its employees for the wide range of knowledge and experience they bring.</li> <li>• We drive greater appreciation of all difference by growing self-awareness in our people in order to create a truly inclusive workplace.</li> <li>• We focus on building a balance of skills, knowledge, experience, education and industry backgrounds as well as encouraging the different characteristics that are protected under equality legislation across our workforce and ensuring opportunities are open to all to grow meaningful careers.</li> <li>• We build robust inclusive processes that make sure all employees are supported to join, progress and stay in rewarding roles within SSE, regardless of their difference.</li> <li>• To ensure we are making appropriate progress we set external and internal targets that are monitored and reported to the GEC and Board.</li> </ul>

Learning & Development	<ul style="list-style-type: none"><li>• SSE is committed to developing employees as an integral part of our strategic planning so that people can perform their jobs effectively and make maximum use of their talents, skills and abilities.</li><li>• We support our people with re-training opportunities as part of our approach to organisational change. We invest in our employees and future talent because it's the right thing to do and because we are a sustainable business that owns and operates long-term assets.</li></ul>
Working Differently	<ul style="list-style-type: none"><li>• At SSE we recognise our employees as individuals with commitments outside of the workplace and enable people to work in a way that is best for them, the company, colleagues and stakeholders, especially our customers.</li><li>• We support our people by providing;<ul style="list-style-type: none"><li>○ a work environment that encourages collaboration, technology that supports agile working.</li><li>○ working differently guidelines that ensures clarity and consistency on the wide variety of working practice possibilities.</li></ul></li></ul>
Employee Relations	<ul style="list-style-type: none"><li>• We have mechanisms in place to support respectful and constructive dialogue with our employees and their representatives and value their input.</li></ul>