

# Global Diversity, Equity and Inclusion Policy

Updated September 2023

**BURBERRY**

# Introduction

Diversity is the unique perspectives and differences we bring to Burberry and share across the world.

Equity is creating fair access to opportunity and advancement for everyone.

Inclusion is creating a culture that champions these differences and nurtures a sense of belonging.

At Burberry we recognise the importance of a commitment to promoting a sense of belonging, valuing diversity and creating an equitable and inclusive culture for all.

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## Scope

Our policy provides a global standard for how we can foster an inclusive environment that encourages diverse capabilities, skillsets and mindful allies. Through diverse talent and perspectives, we will cultivate creativity, enable innovation, and overcome blind spots and biases.

# Our Commitment

We are all responsible for making sure this policy and the principles outlined are embraced, adhered to, and upheld across our business.

We are committed to being a world-class employer where all colleagues can develop their full potential Irrespective of their: religion or belief; gender; gender reassignment; gender identity or expression; age; sexual orientation; disability; mental health; marital or civil partner status; pregnancy or maternity; part-time/fixed-term work; ethnicity; race; national origin; military or veteran status; or socio-economic status, together with any other characteristic protected by law (together, we call these “protected Characteristics”).

## To do this, we will:

- Promote diversity, inclusion and belonging across our entire organisation, in all locations.
- Adhere to the principles of inclusion and fairness for all our people and have zero tolerance for all forms of discrimination, harassment and bullying.
- Ensure skills and experiences are the only basis for recruitment, access to development opportunities and promotion decisions.
- Create a workplace based on mutual respect for everyone and continue to build a culture that values the skills and creativity brought by every individual.
- Make any reasonable adjustments or accommodations for those with a disability.
- Value and reflect the full diversity of our colleagues, communities, suppliers, partners, clients and customers.
- Make certain our actions are aligned to, and support our values, leadership behaviours and our Purpose
- Protect against any retaliation following a complaint made of discrimination, harassment or bullying.
- Cultivate a culture that educates all colleagues to learn to listen and become allies.

We are committed to continue to listen and learn from one another and our communities, to ensure we are perpetuating inclusivity and representation across the organisation.

It is also each and every person’s responsibility to comply with the policy, to ensure an inclusive environment that encourages and fosters diverse capabilities, skill sets and being mindful allies. Should employees breach this policy they may be subject to appropriate disciplinary action by Burberry, up to and including dismissal.











# Holding Ourselves To Account

We all have an obligation to ensure that the principles in this policy are upheld, and to speak up if we see behaviour which is not in-line with these. We want to encourage anyone who believes that these values are not being met to raise their hand, using our steps to resolution framework.

## Early Resolution

If you see behaviour which is inconsistent with this policy, and you feel comfortable doing so, we encourage you to explain your concerns as soon as possible to the person responsible. Often, until feedback is given, a person may be unaware that their behaviour is inappropriate. In most cases, quick and respectful feedback can lead to an early resolution. You could also talk to your leader, your HR Business Partner or a member of the DE&I team to discuss how best to resolve the concern.

## Resolution Questionnaire

If early resolution does not resolve the issue, or is not appropriate, either because of the seriousness of the concern or because you do not feel comfortable raising it, you can complete a Resolution Questionnaire which will help us understand the issue and work out the best course of action to resolve it. You might also want to speak to your leader, your HR Business Partner or a member of the DE&I team. More information about how we resolve concerns at Burberry is available on the Resolution Hub.

Our formal resolution process will be followed for serious allegations of discrimination, harassment and bullying and we will ensure the situation is handled appropriately and sensitively. We commit to take appropriate action where required and provide support to all concerned.

Anyone raising a concern will be protected from retaliation. We will not tolerate any retaliation against anyone who reports a breach of this policy and/or who participates in an investigation about a breach of this policy.











# Definitions

## Bias

The action of supporting or opposing a particular person or thing in an unfair way, due to allowing personal opinions influence your judgment.

## Bullying

A repeated mistreatment of one or more people. It is abusive conduct which may include:

- Verbal abuse, for example ridiculing or demeaning others, or
- Threatening, intimidating or humiliating behaviours (including non-verbal), or misuse of power, or
- Work interference – sabotage – which prevents work from getting done, for example excessive supervision or unjustifiably excluding colleagues from meetings or communications.

It can be carried out by individuals, or by groups (sometimes known as “mobbing”). Legitimate, reasonable and constructive criticism of someone’s performance or behaviour, or the giving of reasonable instructions, do not amount to bullying.

## Characteristic

A feature or quality belonging typically to a person, serving to identify them.

## Discrimination

Discrimination may be direct, where someone is treated less favourably because of a Protected Characteristic (e.g. rejecting a job applicant because of their religious views or because of their sexual orientation), or indirect, where a practice which applies to everyone has a more significant, unjustified impact on people with a particular Protected Characteristic.

## Gender Identity

The internal perception of one’s gender, and how they label themselves, based on what gender they want to identify themselves with.

## Harassment

Harassment is unwanted conduct which has the purpose or effect of causing humiliation, intimidation, offence, distress or other detrimental effects. The conduct may be physical, verbal or non-verbal.

Examples of Harassment may include:

- Physical contact – ranging from touching to serious assault, gestures, intimidation, aggressive behaviour.
- Verbal conduct – unwelcome remarks, suggestions and propositions, malicious gossip, inappropriate jokes and banter, offensive language.
- Non-verbal conduct – may be distributed by email, social media, letter, text messages etc; may be offensive literature or pictures, graffiti and computer imagery; may also include non-cooperation, exclusion or isolation from social activities.

Harassment may not necessarily be intentional: it is the impact of the behaviour rather than the intent that determines whether harassment has occurred. Behaviour directed at one person may also harass others who witness the behaviour. A single incident can constitute harassment if it is sufficiently serious.

## Retaliation

An act of reprisal because someone has raised a complaint of discrimination, harassment and/or bullying; or because they have participated in a workplace investigation.

## LGBT

Lesbian, Gay, Bisexual, Transgender

## Sexual orientation

A person’s sexual identity in relation to the person which they are attracted to.

## Social class

A division/groups of people within a society with similar social and economic status.

