

Redundancy Policy

In circumstances where it is envisaged by Kilmac Ltd that there will need to be a reduction in the number of employees, a full and proper redundancy consultation and procedure will be carried out in accordance with current legislation and practice. The Company Redundancy policy is informed by the ACAS Guidance on Redundancy

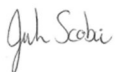
The Company will always consider alternative options to redundancy wherever feasible. These may include:

- Restricting recruitment
- Restricting the use of temporary or casual employees
- Reducing over time
- Implementation of temporary lay-off or short time working
- Considering applications for voluntary redundancy.

Should the Company decide to begin redundancy measures, a fair and transparent selection process will be carried out based on identifiable criteria which may include but may not be restricted to:

- Skills and qualifications
- Conduct and work performance (including disciplinary action)
- Flexibility and adaptability
- Attitude to work
- Specialist skills

For details on how redundancy pay is calculated refer to www.acas.org.uk/redundancy

A handwritten signature in black ink that reads 'Julie Scobie'.

Julie Scobie

Financial Director

2nd May 2023