

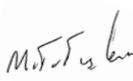


DA Languages Ltd

We, the undersigned, commit to honour the Armed Forces Covenant and support the Armed Forces Community. We recognise the value Serving Personnel, both Regular and Reservists, Veterans and military families contribute to our business and our country.

Signed on behalf of:

DA Languages Ltd

Signed: 

Position: Managing Director

Date: 28.09.2021

The Armed Forces Covenant

An Enduring Covenant Between

The People of the United Kingdom
Her Majesty's Government

– and –

All those who serve or have served in the Armed Forces of the Crown

And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

Section 1: Principles of The Armed Forces Covenant

1.1 We **DA Languages** will endeavour in our business dealings to uphold the key principles of the Armed Forces Covenant, which are:

- *no member of the Armed Forces Community should face disadvantage in the provision of public and commercial services compared to any other citizen*
- *in some circumstances special treatment may be appropriate especially for the injured or bereaved.*

Section 2: Demonstrating our Commitment

2.1 We recognise the value serving personnel, reservists, veterans and military families bring to our business and to our country. We will seek to uphold the principles of the Armed Forces Covenant, by:

- **Promoting the fact that we are an Armed Forces-friendly organisation through;**
 - Publicising our commitment to our staff, customers, suppliers, contractors and wider public via our website and any recruitment literature
 - To promote our commitment within our current recruitment process, alongside our disability confident commitment to provide equal opportunities to those with a disability, including former military
- **Proactively recruit former military personnel by;**
 - Working with the Career Transition Partnership (CTP) and charities such as Regular Forces Employment Association (RFEA) to support the employment of Service leavers;
 - Attending recruitment events specifically for former military personnel
 - Working with local job centres and Armed Forces Champion Leads to offer opportunities to ex-forces
- **Supporting the employment of Service Spouses & Partners by;**
 - Partnering with the [Forces Families Jobs Forum](#) to proactively offer roles to families
 - Providing flexibility in granting leave for Service spouses and partners before, during and after a partner's deployment
 - Offer special paid leave for spouses where they are bereaved or their spouse/partner is injured or diagnosed with PTSD or mental health issues related to service
- **Support employees who are members of the Reserve Forces by;**
 - Offering additional leave for training to support mobilisation and deployment
 - Actively encouraging members of staff to become Reservists by providing information about becoming a reservist
 - Offering individual, tailored support plans to support reservists back into the civilian workplace
- **Supporting National Events;**
 - We will support National Events such as Armed Forces Day, Reserves Day, the Poppy Appeal Day and Remembrance activities
 - We will promote and support these events as part of our annual engagement plan and provide employees, linguists and clients about how they can also offer their support

- **Supporting Armed Forces Charities by;**

- Offering additional leave to employees who wish to volunteer to assist Armed Forces charities
- Organising charity events to raise money to support Armed Forces charities, such as The British Legion and Help for Heroes

2.2 Any additional commitments the company wishes to make:

- We will publicise these commitments through our literature and/or on our website, setting out how we will seek to honour them.
- We will ensure that any existing or new policies and procedures within the business reflect our commitment to offering equal opportunities to military personnel.
- We will ensure that internal employees understand our commitment and their responsibilities in providing military personnel with career opportunities.
- We will actively recruit military linguists to provide language services to the wider refugee community.
- We will commit to continually improve our support through obtaining feedback from the Service community and our customers on how we are doing and creating action plans to address any areas for improvement. This will be managed as part of our Quality Management System & Framework established within ISO9001 (Quality Management).