

Trident Lifting Solutions



Policy Statement - Trident Lifting Solutions Limited ("Trident", "the Company")

Trident Lifting Solutions Limited is committed to high standards of professional conduct, integrity and accountability. As a specialist lifting and crane solutions provider operating in safety-critical environments, 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 ensure safety, quality and effective collaboration across our projects and teams.

1. Purpose

This policy governs discretionary bonus arrangements across the Group. It sets consistent rules and preserves the Company's discretion on whether to pay any bonus.

2. Definitions

- **Company:** the employing Group Company.
- **Group:** Trident and all associated companies.
- **Scheme Year:** 1 January to 31 December unless confirmed otherwise.
- **Bonus Pool:** the total amount (if any) the Company decides to allocate for discretionary bonus payments for a Scheme Year.
- **Eligible Earnings:** base salary only, unless the Company confirms different eligible earnings in writing for a Scheme Year.
- **Payment Date:** the payroll date determined by the Company for bonus payment.
- **Process Documents:** the Bonus Allocation Process and any Bonus Calculator or tools issued from time to time.

3. Status of bonus

- Any bonus is entirely discretionary and non-contractual. It is not wages, does not form part of contractual remuneration and is not guaranteed.
- No employee has any entitlement to a bonus, including where the employee:
 - meets performance objectives or KPI targets,
 - receives a particular rating or score,
 - is told an indicative figure, or
 - has received a bonus in previous years.
- A bonus is not earned and does not accrue until it is approved and paid. Until paid, it is not a debt and cannot be claimed.
- The Company may amend, withdraw, suspend, replace or operate the scheme differently at any time, including after performance has been assessed, subject to applicable law.

4. Funding gate

- The Company will decide each Scheme Year whether to fund a Bonus Pool. The Company may decide to fund:
- no Bonus Pool (no bonuses payable),
- a reduced Bonus Pool, or
- a full Bonus Pool.
- The Company will base the decision on overall business performance and affordability, including profit, cash position, working capital, forward commitments and sustainability.
- If the Company does not make a profit, or does not have sufficient cash/affordability, the Company may decide no Bonus Pool will be funded, regardless of individual performance.
- Where a Bonus Pool is funded, the Company may apply scaling or caps to keep total awards within the funded pool.

5. Eligibility

An employee is only eligible to be considered if all conditions below are met (unless the Company decides otherwise in writing):

- The employee is employed during the Scheme Year and has completed at least 6 months' service by the end of the Scheme Year.
- The employee's performance is assessed through the Company's performance process and supported by evidence to the standard set by the Company.
- The employee has complied with Company policies and standards (including HSEQ and compliance requirements).
- The employee is not excluded under sections 10 or 11 (conduct, notice, leavers).

6. Role level and target bonus %

- The Company will set target bonus percentages by role/grade. Current targets are:
- Team Member / Associate: up to 5%
- Manager / Professional: up to 10%
- Senior Leader / EXCO: up to 15%
- Target percentages are guidance only. The Company may change targets by year, division or role at its discretion.

7. Eligible earnings and part-time working

- Unless confirmed otherwise in writing, eligible earnings are base salary only.
- Part-time employees are treated fairly using actual salary/eligible earnings. No additional part-time adjustment is normally required.
- If an employee changes salary, grade, role or working pattern during the Scheme Year, the Company may calculate eligible earnings using a method it considers appropriate (including averaging or time apportionment) to ensure consistency and affordability.

8. Pro-rating for service

- Where the Company decides to make an award, it may pro-rate for part-year service using: $\text{Service Factor} = \text{Days employed in Scheme Year} \div \text{Total days in Scheme Year}$
- Pro-rating is applied at the Company's discretion and may be adjusted where needed for consistency, governance or affordability.

9. Performance framework

- The Company may use a scoring framework (including PDR ratings and Role & Responsibility delivery) to support consistent recommendations.
- The framework, any calculators and any indicative outputs do not create entitlement and do not bind the Company.
- The Company will hold calibration and complete an equality sense-check before final approval.

10. Payment conditions

A bonus will only be paid where the Company has approved an award and all conditions below are met on the Payment Date (unless the Company decides otherwise in writing):

- The employee is employed by the Company on the Payment Date.
- The employee is not under notice of termination (whether given by the employee or the Company).
- The employee is not subject to:
 - an active gross misconduct investigation, or
 - a finding of gross misconduct, or
 - a live disciplinary sanction or performance process which the Company considers relevant to bonus payment.
- The employee has met required compliance/HSEQ standards.

11. Leavers

- **Resignation:** no bonus will be paid if the employee resigns or gives notice before the Payment Date.
- **Dismissal:** no bonus will be paid if employment ends before the Payment Date for any reason relating to conduct or capability (including dismissal, including summary dismissal).
- **Redundancy:** the Company may, at its discretion, pay a pro-rated bonus to redundancy leavers if the Company funds a pool and approves an award. The Company may set conditions and a cut-off date.
- **TUPE / business transfers:** treatment will follow the transaction documentation and legal advice. No entitlement arises under this policy.
- **Death in service:** the Company may pay a discretionary pro-rated amount to the employee's estate.

12. Statutory leave and equality

- The Company will apply this policy in a way that complies with UK equality law. HR will ensure employees are not disadvantaged for taking statutory leave.
- The Company will apply a consistent approach to performance assessment and eligible earnings for employees on statutory leave, documented each Scheme Year.

13. Malus and clawback

- **Malus:** the Company may reduce or withhold any bonus (including to zero) at any stage before payment where it reasonably considers this appropriate, including for misconduct, policy breach, material performance failure, compliance/HSEQ concerns, significant client issues or reputational harm, or where financial results materially change.
- **Clawback:** where lawful, the Company may recover all or part of a bonus already paid where it later discovers fraud, dishonesty, gross misconduct, material error, or payment based on

materially incorrect information. Recovery may be via repayment agreement or lawful payroll deductions.

14. Governance and final decision-making

- The Board/EXCO (or delegated authority) will approve:
- whether a Bonus Pool is funded and the pool amount,
- any scaling/caps, and
- final bonus outcomes.
- HR and Finance support governance and ensure audit records are retained, including calibration notes, equality checks and approvals.
- The Company's decision on bonuses is final.

15. Queries and grievances

- Employees may request correction of factual errors (e.g., salary, start date, service data).
- Employees do not have a right to appeal the exercise of discretion on bonus outcomes. Complaints about process will be handled under the grievance procedure, without guaranteeing a change of outcome.

16. Tax and pension

- Bonus payments are subject to PAYE, National Insurance and any lawful deductions.
- Bonus is not pensionable unless the Company confirms otherwise in writing.

17. Priority of documents

- This policy takes precedence over any Process Documents, calculators and guidance.
- Where an individual contract has a clause about bonus, the contract and this policy will be read together. If there is a conflict, the Company will apply the interpretation that best preserves the discretionary and non-contractual nature of the scheme, subject to law.

AUTHORISED AND SIGNED

SIGNED



Chris Conway
Director

Review: **Annually**
Date: **28/08/2026**
Next Review: **28/08/2027**

SIGNED



Martina Oyite
Chief People Officer

Review: **Annually**
Date: **28/08/2026**
Next Review: **28/08/2027**