

EMEC



EMPLOYEE VALUE PROPOSITION

Employee Value Proposition

Contents

| | | |
|----------|---|----------|
| 1 | Why EMEC? | 1 |
| 1.1 | Our vision | 1 |
| 1.2 | Our mission | 1 |
| 1.3 | Triple bottom line | 1 |
| 1.4 | Why work at EMEC? | 1 |
| 2 | Salary | 2 |
| 3 | Benefits | 2 |
| 3.1 | Pension contributions | 2 |
| 3.2 | Group Life Insurance Cover | 2 |
| 3.3 | Paid time off..... | 2 |
| 3.4 | Parental leave..... | 2 |
| 3.5 | Salary sacrifice schemes..... | 3 |
| 4 | Work-life balance | 3 |
| 4.1 | Hybrid working | 3 |
| 4.2 | Flexible working | 3 |
| 4.3 | Employee Assistance Programme | 3 |
| 4.4 | Wellness benefits | 3 |
| 4.5 | Social events | 4 |
| 4.6 | Flexible business travel benefits and insurance | 4 |
| 5 | Professional development | 4 |
| 5.1 | Allocated budgets for training | 4 |
| 5.2 | Access to educational courses | 4 |
| 5.3 | Travel opportunities | 4 |
| 6 | Questions about your employee benefits | 5 |

1 Why EMEC?

1.1 Our vision

Pioneer the transition to a clean energy future.

1.2 Our mission

As an innovation catalyst, EMEC will grow its expertise, services and infrastructure to reduce the time, cost, and risk to progress low carbon technologies to market.

1.3 Triple bottom line

People

Creating jobs and development opportunities within a healthy and inclusive culture.

Planet

Leaving a positive legacy on the environment.

Prosperity

Delivering tangible economic impact for the communities we work in.

1.4 Why work at EMEC?

EMEC is the world's first and leading facility for demonstrating wave and tidal energy converters – technologies that generate electricity by harnessing the power of waves and tidal streams – in the sea.

We are best known for our work in developing an ocean energy industry, however our operations have developed significantly through the years. EMEC has created a green hydrogen R&D ecosystem and is now working on projects spanning ocean energy, floating wind, green hydrogen, clean fuels for maritime and aviation, energy systems and a just energy transition.

As we are a not-for-profit, all our income goes to further supporting the transition to a clean energy future. We are driven to help find solutions to tackle climate change internationally and create a sustainable and more equitable energy system for the future, as well as delivering tangible economic impact for the communities we work in.

Based in the Orkney Islands off the north of Scotland, we're passionate about finding solutions for islands decarbonisation and believe that islands have a key role in becoming lighthouse communities in the energy transition. Orkney has a long-standing history in renewable energy innovation and can be viewed as microcosm demonstrating the energy system of tomorrow, guiding other communities and regions across the world.

By concentrating R&D activities in peripheral communities (we've been involved in 350+ projects totalling over £500 million), we have boosted economic development in the Highlands and Islands, creating jobs and a world-leading supply chain now exporting skills and knowledge around the globe. These activities attract attention from politicians and media around the world, putting Orkney and Scotland on the map as the centre for clean energy innovation.

The passion and dedication of our team in building a cleaner, fairer world is what makes EMEC what it is today. By choosing to work at EMEC, you will be joining a world-leading company, working on pioneering, innovative projects and helping find the solutions to some of the world's greatest environmental challenges.

We aim to ensure every member of the team has the support needed and is empowered to succeed in the innovative, fast-paced environment in which we work. It's important to us that you are supported in developing your career and we work hard to build a culture that delivers on our core values, supplying each team member with the tools, opportunity and challenge to grow.

2 Salary

We offer a competitive annual salary within a progressive pay scale and the potential to move up within the salary band based on performance in the role. There is an annual salary review to assess this; any increases are effective from 1 July each year. For further information, see EMEC's Pay Policy (MAN111).

3 Benefits

You have access to a generous range of employee benefits.

3.1 Pension contributions

We match your employee pension contribution with employer contributions up to 10% of basic annual salary.

3.2 Group Life Insurance Cover

We provide you with our Group Life Insurance Cover, which will pay out three times your basic annual salary to your nominated beneficiaries in the event of your death whilst in service (£10,000 flat benefit for Associate employees).

3.3 Paid time off

Your annual paid time off entitlement includes:

- 34 days paid annual leave (pro rata for part-time employees). This includes 9 public holidays.
- An ex-gratia Company Sickness Benefit Scheme.

You may also be entitled to paid time off in the following circumstances:

- Compassionate leave.
- Community volunteering leave (2 days/15 hours per year).
- Emergency leave (up to 3 days per year).
- Any statutory leave to which you are entitled by law.

Please consult the employee handbook (GUIDE001) for more information.

3.4 Parental leave

EMEC is committed to supporting family friendly working practices that create a positive workplace culture.

Subject to eligibility criteria, you may be entitled to paid time off in the following circumstances:

- Maternity/adoption leave (18 weeks at full pay, followed by statutory leave entitlements)

- Paternity leave (2 weeks at full pay)
- Shared parental leave (up to 16 weeks at full pay followed by statutory leave entitlements)

For more information on eligibility for paid parental leave, please consult the employee handbook (GUIDE001), or the Parental Leave Policy (MAN108).

3.5 Salary sacrifice schemes

You can take advantage of tax-free benefits through 'salary sacrifice':

1. Increased employee pension contributions.
2. Cycle to Work scheme.
3. Electric Vehicle scheme.

For more information, please consult the employee handbook (GUIDE001), or the salary sacrifice scheme document (MAN041).

4 Work-life balance

We are committed to helping you create a mutually acceptable work-life balance.

4.1 Hybrid working

You are given the option to work some of your working week from home. For further information, see EMEC's Remote and Hybrid Working Policy (MAN106).

4.2 Flexible working

We operate an informal flexible working policy. Informal requests to work flexibly are agreed with your line manager as required.

4.3 Employee Assistance Programme

You have access to an Employee Assistance Programme (EAP) that can help you with personal challenges. This programme has many elements which you can tailor to your own preferences. For example:

- Access to counselling services.
- Physical and mental wellbeing advice.
- Financial advice.
- Support for homelife.
- Support for work life.
- Wellbeing podcasts.

For more information about the EAP contact HR.

4.4 Wellness benefits

To help you keep healthy and stay active you are entitled to:

- Mental health support in the workplace.
- Paid time off for medical appointments.

- An EMEC wellbeing hub, designed as a space for all employees to share information and ideas to support wellness.
- Diversity, equality and inclusion (DEI) committee.
- Cycle to work scheme.
- Free tea, coffee and fruit in the office.

4.5 Social events

To reward the hard work that everyone puts in to making EMEC a success, EMEC's social committee arrange a calendar of social events and activities throughout the year. Events include a large summer social, our Christmas party, plus regular informal socials throughout the year. This is a great way to get to know your colleagues and build stronger teams.

4.6 Flexible business travel benefits and insurance

We allow employees to use business travel flexibly. Should you want to add some time to a business trip for personal reasons, you may request to add days off or annual leave to your duration of travel. This has an added benefit of reducing carbon emissions if compiling two potential trips in one.

When travelling in connection with the business you are covered by the EMEC injury and travel insurance policy; this includes any days you choose to add to your trip for personal reasons. Spouses and children are also covered if accompanying an EMEC employee while on business.

For more information on levels of cover provided please consult the EMEC injury and travel document INS029.

5 Professional development

We invest in employee development each year to help our team reach the next level. Here are some of the professional development rewards available to you.

5.1 Allocated budgets for training

We allocate a generous annual budget for training and development. Employees are encouraged to discuss and agree development requirements with their line manager, and to request use of this budget to support their personal and professional growth.

5.2 Access to educational courses

We believe in the general development of employees through educational courses leading to appropriate professional certification, or non-qualification courses providing advanced knowledge in an appropriate subject or discipline.

We will promote and encourage participation in education and training programmes which are designed to meet or will assist in meeting these objectives.

5.3 Travel opportunities

We offer travel opportunities, including conference attendance and presentations, both within the UK and internationally.

6 Questions about your employee benefits

This summary is designed to be a helpful resource as you make decisions related to your career with us and in the future.

If you have any questions about employee benefits, please get in touch with EMEC's HR team.

Contact | HR@emec.org.uk

Disclaimer

This document is not intended to be construed as a contract of employment. If there is any discrepancy between the benefits noted and those described in the associated EMEC policy, the policy document will be the final authority in determining your actual benefits. This document does not constitute as a legal document, nor does it establish eligibility to participate in or receive benefits from any benefit plan.