

Business Management System**Section 12: Human Resources****Part 3 – Equal Opportunities Policy**

Document Record		
Rev	Changes	Date
1	Original	1 st October 2020

Equal Opportunities, Diversity and Inclusion Policy

It is this company's policy to promote equality of opportunity in employment regardless:

- age
- gender reassignment
- being married or in a civil partnership
- being pregnant or on maternity leave
- disability
- race including colour, nationality, ethnic or national origin
- religion or belief
- sex
- sexual orientation

This will apply to the recruitment and selection, promotion, training, pay, conditions of employment and the allocation of work to all employees.

General

This company is committed to providing a working environment in which its employees know that all employment decisions affecting them, including those relating to selection, promotion and pay are made using objective business criteria and that they are based on people's personal skills and potential contribution.

All employee's must observe and promote this policy. Discrimination will not be tolerated in any form. We are committed to eliminating discrimination from the workplace.

This company promotes equality of opportunity and encourages diversity for three very important reasons:

1. As people working together as a business, all employees have obligations to respect and value each other. Equality of opportunity is a fundamental aspect of such respect; and
2. To be the best managed company that wants to attract and develop the most talented people. Ensuring equality of opportunity and valuing diversity will help us to understand the needs of, and provide the best possible service to, our customers; and
3. There are legal obligations intended to promote equality of opportunity. As a responsible company, it is essential that we comply with these obligations.

This policy also applies to people who have applied for Employment with us.

This policy statement will be reviewed and revised annually

Director



October 2020