



Equal Opportunity Policy

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All employees are made aware that the Organisation is committed to the principle of equal opportunity in employment.

Accordingly, management will ensure that recruitment, selection, training, development and promotion procedures result in no job applicant or employee receiving less favourable treatment on the grounds of race, colour, nationality, ethnic or national origin, religion or belief, disability, trade union membership or non-membership, sex, sexual orientation, marital status, age, or being a part-time or fixed term worker. The Organisation's objective is to ensure that individuals are selected, promoted and otherwise treated solely on the basis of their relevant aptitudes, skills and abilities.

Management has the primary responsibility for successfully meeting these objectives by:

- not discriminating in the course of employment against employees or job applicants
- not inducing or attempting to induce others to practise unlawful discrimination; and
- bringing to the attention of employees that they will be subject to action under the Disciplinary Procedure for discrimination of any kind.

Employees can contribute by:

- not discriminating against fellow employees, customers, suppliers or members of the public with whom you come into contact during the course of your duties
- not inducing or attempting to induce others to practise unlawful discrimination; and
- reporting any discriminatory action to a Director.

The successful achievement of these objectives necessitates a contribution from everyone and all employees have an obligation to report any act of discrimination known to them.

Any employee who considers that they are a victim of unlawful discrimination may raise the issue through the Grievance Procedure.