



# **Equal Opportunities Policy**

## ***Policy Statement***

PLUS 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, age, disability, trade union membership or non-membership, sex, sexual orientation, marital status, or being a part-time or fixed term worker. The Organisation's objective is to ensure that individuals are selected, promoted or otherwise treated solely on the basis of their relevant aptitudes, skills and abilities.

## ***Aims Of The Policy***

The policy seeks to provide equal opportunities for all our workers and applicants by creating a community where they can work with respect and dignity. PLUS will accomplish this by promoting equality and prevent discrimination. PLUS will also follow best practice in all equality areas and work to eliminate unlawful discrimination; promote equality of opportunity; eliminate bullying and harassment; promote good relations between different groups in the work place; celebrate what we have in common and capitalise on our diversity; and recognise and take account of people's differences.

## ***The Role of PLUS Management***

The recruitment team and management recognise that they have the primary responsibility for preventing discrimination by:

- Not discriminating against employees or job applicants during recruitment.
- Not discriminating during the course of employment against employees.
- Ensuring that during employment employees do not discriminate against other employees.
- Ensuring that any discrimination accusations are taken extremely seriously and are immediately investigated.
- Bringing to the attention of employees that they will be subject to action under the Disciplinary and Dismissal Procedure for discrimination of any kind.



### ***The Role of PLUS Employees***

PLUS employees can contribute by:

- Not discriminating against fellow employees, customers, suppliers, or members of the public with whom they come into contact with during the course of your duties.
- Not inducing or attempting to induce others to practise unlawful discrimination.
- Reporting any discriminatory action to their manager.

PLUS believes that through completion of the aforementioned objectives by employees and management alike, a successful working environment can be created. Employees must understand that they have an obligation to report any act of discrimination known to them.

If employees consider that they are a victim of unlawful discrimination, they may raise the issue through the Grievance Procedure.