



EQUAL OPPORTUNITIES AND HARRASSMENT POLICY

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Haines Business Systems Ltd
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Introduction

This company is committed to supporting equality of opportunity for all and seeks to build a workforce that broadly reflects the diversity of the communities in which we operate, providing a working environment free from all forms of discrimination and harassment.

We will strive to ensure that the treatment of all job applicants and employees, in every aspect of employment is:

- free from discrimination or harassment on the grounds of gender (including gender reassignment), marital status, sexual orientation, race, colour, ethnic or national origin, religious belief, disability, age or contractual status.
- based solely on the objective assessment of ability and job-related criteria.

We recognise that all employees have the right to be treated with dignity and respect and will comply with equal opportunities legislation. If complaints of discrimination are made, we will investigate them thoroughly and take appropriate action.

Statutory Requirements

This policy implements the provisions from the following legislation:

- Sex Discrimination Act (1975) (as amended)
- Race Relations Act (1976) (as amended)
- Disability Discrimination Act (1995) (as amended)
- Equal Pay Act (1970)
- Part-Time Workers (Prevention of Less Favourable Treatment) Regulations (2000)
- Fixed Term Employees (Prevention of Less Favourable Treatment) Regulations (2000)
- Employment Equality (Sexual Orientation) Regulations (2003)
- Employment Equality (Religious Belief) Regulations (2003)
- Employment Equality (Age) Regulations (2006)

All employees are responsible for complying with ...