

Address	Shamrock Lodge, Prees Heath, Whitchurch SY13 3JX	Site:		Record No:	
----------------	--	--------------	--	-------------------	--

To fulfil our *Safety, Health & Environmental Policy Statement of Intent* it is necessary to consider the involvement of people, particularly when considering risk factors. This *Equality & Diversity Policy* has been written to enable the *Safety, Health & Environmental Policy Statement of Intent* to be followed whilst considering the wider issue of equal opportunities for all persons associated with *The Company* and our undertakings.

The Company is committed to ensuring that all of our staff and applicants for employment are protected from unlawful discrimination. The *Equality & Diversity Policy* is also intended to prevent unlawful victimisation and harassment.

The Company recognises that it has a moral obligation to ensure that a fair and objective policy of opportunities exists within *The Company* and in any workplace for which *The Company* undertakes its business. This includes all arrangements including recruitment, selection, development and training of employees.

The aim of the *Equality & Diversity Policy* is to therefore ensure people are selected for vacancies within our organisation on ability to match a person's specification, regardless of ethnic origin, nationality, sex, race, religion, creed, disability, sexual orientation, domestic situation or gender reassignment or any other diversity.

The Managing Director is ultimately responsible for the implementation of this policy and to fulfil this duty he will ensure arrangements are in place to;

- Ensure that all persons within *The Company* are aware of this policy and the spirit and letter of the policy is followed by all;
- Ensure that all employees are aware that discriminatory behaviour and practices are unacceptable (including racist and sexist language) and of the disciplinary penalties of such behaviour;
- Ensure that grievances are dealt with in a fair and consistent manner;
- Maintain practices and procedures in the workplace which do not discriminate against individuals and are free from bias;
- Ensure we have arrangements in place for the effective development and review of this policy to ensure that any necessary changes are made in order to meet current legislation.

People with Disabilities

Wherever practicable, people with disabilities should work alongside other people. Some people with disabilities may need additional help to achieve this. To assist them, their line manager will employ specialist advice to ensure they can undertake the work in a safe manner. Where after employing all reasonable measures the risk to the individual is still unacceptable the company reserve the right to review their employment situation.

Men & Women

It is *The Company* policy that both men & women should have equal access to the full range of employment and training opportunities. To ensure that a particular type of work and working environment is suitable for all persons, their line manager will employ specialist advice to ensure they can undertake the work in a safe manner. Where after employing all reasonable measures the risk to the individual is still unacceptable the company reserve the right to review their employment situation.

Issue:	7	01/02/17	Record Type:	Planning	1.1.3 R1	MCFOUR LTD IMS	Authorised by: M McDermott	Sheet No. 1 of 2
--------	---	----------	--------------	----------	----------	-------------------	-------------------------------	------------------

Address	Shamrock Lodge, Prees Heath, Whitchurch SY13 3JX	Site:		Record No:	
----------------	--	--------------	--	-------------------	--

Ethnic Minorities

The Company recognise that some ethnic minorities may have additional needs, for example the use of PPE in relation to their religious beliefs and the fact that English may be their second language. To assist them, their line manager will employ specialist advice to ensure they can undertake the work in a safe manner.

This may include providing instruction, training and information in their native language and could include the use of a team member acting in a translator. Where after employing all reasonable measures the risk to the individual is still unacceptable the company reserve the right to review their employment situation.

Age

It is *The Company* policy that, except where required by eligibility criteria, people should not be denied access to training or employment opportunities on the grounds of age.

General

The Company will abide by current legislation on other related matters, such as Equal Pay, Statutory Sick Pay and Maternity and Paternity Rights and Payment.

Signed



Date 01/02/2018

Mr Martin McDermott, Managing Director (McFour LTD)