



EQUALITY AND DIVERSITY POLICY

Reason for Change

Policy Update

INTRODUCTION

The BESA Group is committed to eliminating discrimination and encouraging diversity amongst its employees. The aim is that all employees feel respected and able to give their best.

To that end the purpose of this policy is to provide equality and fairness for all in employment and not to discriminate on grounds of gender, marital status, race, ethnic origin, colour, nationality, national origin, disability, maternity, gender reassignment, sexual orientation, religion or age and BESA opposes all forms of unlawful and unfair discrimination.

All employees whether part-time, full-time or temporary will be treated fairly and with respect. All employees will be helped and encouraged to develop their full potential and their talents and resources will be fully utilised to maximise the efficiency of the organisation.

Equality can be described as breaking down barriers, eliminating discrimination and ensuring equal opportunity for all; the basis of which is supported and protected by legislation.

Diversity can be described as celebrating differences and valuing everyone. Each person is an individual with visible and non-visible differences and by respecting this everyone can feel valued for their contribution which is beneficial not only for the individual but for the BESA Group.

BESA COMMITMENT

- To create an environment in which the contribution of all employees is recognised and valued.
- Every employee is entitled to a working environment that promotes dignity and respect to all and where there is a zero tolerance to any form of intimidation, bullying or harassment.
- Training and development opportunities are available to all employees.
- Equality in the workplace is good management practice and makes sound business sense.
- Ensure the Equality and Diversity Policy influences and informs employment practices and procedures
- Breaches of our Equality and Diversity Policy will be regarded as misconduct and could lead to disciplinary proceedings.

DISABILITY

BESA is committed to a policy of equal opportunities for disabled staff and aims to create an environment, which enables them to participate fully in the business. For the purposes of this policy, disability is understood in the broadest sense and, in addition to mobility and sensory impairments, includes mental health problems, specific learning difficulties and medical conditions which may have an impact on day-to-day activities.

BESA will ensure that:

- Applications for employment are assessed on the basis of applicants' aptitudes, abilities and qualifications;
- Disabled employees have access to the appropriate support and adaptations to enable them to be fully included in the business of the BESA Group;
- The views of the individual employee are taken into account at all times when their requirements are being assessed;
- Employees working with disabled people will be offered appropriate information and support;

- BESA will take steps to enable staff who become disabled during their employment to continue in their chosen career, in so far as it is reasonably practicable and within the constraints of the existing buildings, premises being accessible and safe for disabled people.

BESA expects all employees to be aware of this policy and to treat disabled people, whether colleagues, members or business contacts, with respect and in accordance with this policy.

SCOPE

This policy will apply to all aspects of employment including recruitment and selection processes, opportunities for training and progression and terms and conditions of service.

RESPONSIBILITY

This policy is fully supported by Senior Management.

The policy will be monitored and reviewed annually by the People & Culture Department and/or Chief Executive.

The overall responsibility for the monitoring of the effectiveness of this policy is vested in the Chief Executive.