



EQUAL OPPORTUNITIES POLICY

INTRODUCTION

Waller Associates Ltd is committed to eliminating discrimination and encouraging diversity amongst our workforce. Our aim is that our workforce will be truly representative of all sections of society and each employee feels respected and able to give their best.

The purpose of this policy is to provide equality and fairness for all in our employment and not to discriminate on grounds of gender, marital status, race, ethnic origin, colour, nationality, national origin, disability, membership or non-membership of union, sexual orientation, religion or age. We oppose all forms of unlawful and unfair discrimination.

All employees, whether part-time, full-time, sub-contracted, or temporary, will be treated with respect. Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.

Our commitment:

- To create an environment in which individual differences and the contributions of all our staff are recognised and valued
- Every employee is entitled to a working environment that promotes dignity and respect to all
- No form of intimidation, victimization, bullying or harassment will be tolerated
- Training, development and progression opportunities are available to all staff
- Equality in the workplace is good management practice and makes sound business sense
- 'Reasonable adjustments' to premises and services will be made for people who have a disability as defined under the Equality Act 2010 where applicable
- We will monitor and annually review all our employment practices and procedures to ensure fairness and compliance with the Equality Act 2010 and other relevant codes of practice issued by bodies such as the Equal Opportunities Commission and Commission for Racial Equality.
- Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings.

S P Waller
Director
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www.wallerservices.com
email: sales@wallerservices.com



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