



Equality & Diversity Policy

Introduction

The Board of Furnitubes International confirm that it is committed to a policy of racial equality for all present and future employees.

It is important that good employment practices are operated based on merits, abilities, and potential of individuals and are free from any arbitrary or irrelevant grounds which cannot be justified by job needs or constraints.

The aim of this policy is to promote equality and fairness for all in our employment, job applicants & not to discriminate on the grounds of gender (including sex, marriage & gender re-assignment) age, disability, race (including ethnic origin, colour, nationality, and national origin), religious belief. We value a diverse customer base and the individuality and creativity that every worker potentially brings to the workforce

All Employees whether part time, full time or temporary will be treated fairly and with respect. All job applicants, selection for promotion, training or any other benefit will be on the basis of aptitude and ability.

Our commitment

- To create an environment in which individual differences and the contribution of all our staff are recognised and valued
- Every employee is entitled to a working environment that promotes dignity and respect for all. No form of intimidation, bullying or harassment will be tolerated.
- Training, development and progression opportunities are available to all staff
- Equality in the work place is good management practice and makes sound business sense
- We will review all our employment practices and procedures to ensure fairness
- Everyone has the right to work and do business in an environment free of unlawful discrimination and harassment. We will not tolerate such behaviour

What is equal opportunity?

Equal opportunity is about fairness – giving everyone an equal chance to develop their potential without being held back by disadvantage or discrimination. Its purpose is to make sure that job applicants and employees are considered fairly according to their ability and not by factors irrelevant to how well they can do the job. Furnitubes is committed to creating a working environment in which all people are able to give of their best, that is free from harassment and bullying.



Statement of policy

The company wholeheartedly supports the principle of racial equality in employment and opposes all forms of unlawful discrimination on the grounds of gender (including sex, marriage & gender re-assignment) age, disability, race (including ethnic origin, colour, nationality, and national origin), religious belief.

Every step will be taken to ensure that individuals are treated equally and fairly, free from harassment and bullying and that decisions on recruitment, selection, training, and career management are based solely on objective and job related criteria.

Responsibility

Evidence of practice is that everyone has the responsibility to practice the policy on a day to day basis. The Managing Director will be responsible of co-ordinating the implementation, monitoring and review of the policy. Equality issues are relevant in all training we do. New staff are all made aware of the equality issues in their induction, carried out by senior management.

All employees will be expected to observe this policy and cooperate with its implementation. Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings

Grievances

Grievances arising from the issues contained on this policy will normally be processed through the company's grievance procedure and will be taken seriously by the company.

Monitoring

Our racial equality action plan outlines the steps we will take to affect this policy. We will monitor the action plan and review the progress we have made each year, to make sure the policy is achieving its aims.

APPROVED BY:-

Catherine Barratt
Managing Director

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