



# Electrical Safety Systems

## EQUALITIES AND DIVERSITY POLICY

Implemented: 01-08-09

Review Date: 01-08-10

### INTRODUCTION

Electrical Safety Systems have statutory and moral responsibility to manage Equality and Diversity. This document sets out our commitment to eliminating unlawful discrimination and equality of opportunity both as an employer; and in the implementation of the services we supply. Our Equalities and Diversity Policy will outline how we will meet these requirements, and how we will comply with current and future legislation and best practice.

The general objectives within the scope of the Equality and Diversity Policy are:

- To ensure that all employees understand the concept of Equality and Diversity.
- That our employees understand the needs of individuals, and value individual differences regardless of:
  - Age
  - Gender
  - Colour
  - Ethnic or national origin
  - Religion, or Religious belief
  - Gender
  - Sexual preference
  - Sexual orientation
  - Disability
  - Political beliefs
  - Marital status

Whilst this list is not exhaustive it forms the basis for our work.

- That our employees treat each other, and all individuals whom they meet in the pursuance of their duties fairly, and without discrimination; either directly or indirectly. That our employees report any actions that are in breach of this policy.

### SCOPE OF POLICY

This policy applies to all personnel employed by Electrical Safety Systems Limited, and to those who supply us with services. It applies to all our activities, including:

- Recruitment, training and development of our employees and employment practices.

#### Electrical Safety Systems Limited

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Reg:- 3026407 VAT number:- 670 9881 08 Company Directors:- D. Maxwell, P.R. Maxwell.



- The carrying out of the services that we provide.
- The appointment of subcontractors and consultants.

It is the responsibility of every employee and representative of Electrical Safety Systems to comply with relevant legislation and by applying best practices adopt procedures that tackle all forms of discrimination, and to promote best practice in all aspects of equality and diversity.

Reports of any discrimination, intimidation or harassment, will be dealt with immediately. The matter will be handled seriously and sensitively and the appropriate disciplinary action will be taken against any employee, or subcontractor who is found to be in breach of this policy.

## **LEGISLATIVE AND REGULATORY REQUIREMENTS**

It is the responsibility of every employee and representative of Electrical Safety Systems to comply with relevant legislation, regulatory guidance and best practices. We will ensure that personnel having Key Responsibilities will maintain and update our policy in line with current requirements and best practice.

## **KEY POLICY AREAS**

Electrical Safety Systems will ensure that personnel with Key Responsibilities will implement and promote our commitment to equality and diversity in the course of their duties.

Electrical Safety Systems will proactively develop partnerships and working initiatives with clients and organisations that promote equality and diversity.


Electrical Safety Systems are committed to taking prompt and appropriate action against any employees, contractors or consultants who discriminate against our clients, customers or employees who are found to be in breach of this policy.

Electrical Safety Systems will ensure that our employment practices meet with appropriate legislation, and we will monitor our personnel to ensure we work towards a diverse workforce which reflects the equalities and diversity of the community in which we work.

Electrical Safety Systems will advertise vacancies both internally and externally, and advertise our commitment to equality and diversity in our recruitment advertisements.

Electrical Safety Systems will ensure Key Personnel receive appropriate training in diversity and equality issues and ensure all personnel are made aware of their duties with respect to diversity and equality issues.

Electrical Safety Systems will ensure that our Equalities and Diversity Policy is monitored and reviewed by Key Personnel, and that appropriate action is taken to redress any issues that arise from the monitoring and review process.

Digby Maxwell:  .....Company Director

Date: 01-12-09...