

## Equal Opportunities Policy

The aim of this policy is to communicate the commitment of the Company to the promotion of equality of opportunity.

It is the policy of the Company to provide equality of membership to all, irrespective of:

- gender, including gender reassignment
- marital or civil partnership status
- having or not having dependents
- religious belief or political opinion
- race (including colour, nationality, ethnic or national origins, being an Irish traveller)
- disability
- sexual orientation
- age

The Company is opposed to all forms of unlawful and unfair discrimination. All employees and candidates for employment will be treated fairly and will not be discriminated against on any of the above grounds. Decisions on employment, selection for promotion, training or any other benefit will be made objectively, without unlawful discrimination, and based on aptitude and ability.

The provision of equal opportunities in all our activities will benefit the organisation. Our equal opportunities policy will help employees to develop their full potential and the talents and resources of the employees will be utilised fully to maximise the effectiveness of the organisation.

### Complaints

Candidates for employment should address their complaints in writing to the Managing Director. Employees who believe that they have suffered any form of discrimination, harassment or victimisation should raise the matter through the Grievance Procedure (Employee Handbook - section D. 2.). All complaints of discrimination will be dealt with seriously, promptly and confidentially.

Every effort will be made to ensure that employees who make complaints will not be victimised. Any complaint of victimisation will be dealt with seriously, promptly and confidentially. Victimisation will result in disciplinary action and may warrant dismissal.

