

1. Purpose

The Company is committed to providing a working environment in which employees are able to reach for their potential and to contribute to its business success irrespective of their gender, race, disability, sexual orientation, marital status, part time status, age, religion or belief. This is a key employment value to which all employees are expected to give their support.

2. Scope

This policy applies to all Andersen Caledonia employees employed under a contract of employment.

3. General Principles

In order to create conditions in which this goal can be realised, the Company is committed to identifying and eliminating unlawful discriminatory practices, procedures and attitudes throughout the Company. The Company expects employees to support this commitment and to assist in its realisation in all possible ways.

Specifically, the Company aims to ensure that no employee or candidate is subject to unlawful discrimination, either directly or indirectly, on the grounds of gender, race (including colour, nationality or ethnic origin), disability, sexual orientation, marital status, part time status, age, religion or belief. This commitment applies to all aspects of employment, including:

- recruitment and selection, including advertisements, job descriptions, interview and selection procedures;
- training;
- promotion and career development opportunities;
- terms and conditions of employment, and access to employment related benefits and facilities;
- grievance handling and the application of disciplinary procedures; and
- selection for redundancy.

All staff have a legal and moral obligation not to conduct themselves in a discriminatory and prejudicial manner, and to report any instances of such. Staff will be subjected to disciplinary action in the event they are found to have behaved in contradiction to this.

Equal opportunities practice is developing constantly as social attitudes and legislation change. The Company will keep its policies under review and will implement changes where these could improve equality of opportunity. This commitment applies to all the Company's employment policies and procedures, not just those specifically connected with equal opportunities.

The Company will not tolerate unlawful discrimination or harassment of any kind in the working environment and will take positive action to prevent its occurrence.



4. Policy Owner & Review

This policy is owned by the Human Resource Department and will be reviewed and updated as required to reflect any changes in relevant legislation.

[Equality Act 2010 \(legislation.gov.uk\)](https://legislation.gov.uk)