

EQUALITY AND DIVERSITY POLICY

The company believes that everyone should be treated fairly and that they are entitled to work in an environment which respects their personal dignity and is free from harassment, victimization and bullying. Everyone is valued irrespective of race, gender, ethnic origin, religion, marital status, disability, sexual orientation or employment status.

This policy is to ensure that all employees and prospective employees are treated fairly, and no one receives less favourable treatment on any of the above grounds or is to be disadvantaged by requirements, conditions or practices which cannot be shown to be justifiable. The policy is aimed at ensuring the fair treatment of all people at work. It intends to put standards in place which will prevent all forms of unfair treatment, harassment, bullying, offensive, unfair and unacceptable behaviour, whether or not such behaviour is unlawful.

The standards of behaviour required of our employees whilst at work also cover their interaction and relationships with employees of other companies and members of the public. While all employees are responsible for following this policy it is the ultimate responsibility of the Managing Director to see that equality and diversity is supported in the way the business is run.

As a business we will not discriminate against any job applicants or employees on the basis of sex, marital status, race, nationality, ethnicity, colour, age, part-time status, sexual orientation, or disability. We believe it is in the business's best interests, and those who work for us, to ensure that the human resources, talents and skills available throughout the community are considered when employment opportunities arise.

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

A copy of this policy will be displayed on staff notice boards and will be brought to the attention of all new employees at the time of their joining the staff team.

Signed.....
Huw Glyn Jones
Managing Director

15th April 2011