

EQUAL OPPORTUNITIES POLICY

Advanced Engineering Solutions Limited is an equal opportunities employer. The Company's future depends on its staff, and the development of their skills and abilities.

Commitment

Our aim is that there shall be equal opportunities within the Company. No discrimination on the grounds of any protected characteristic; namely sex or sexual orientation, pregnancy or maternity, gender assignment, marital or civil partnership status, colour, race or ethnic or national origins, religion or belief, age or disability will be allowed. The principles of non-discrimination and equality of opportunity also apply to the way in which all members of staff, visitors, clients, customers, suppliers and former employees are treated.



This policy applies to recruitment, training, promotion, dismissal, transfer and all other benefits including terms and conditions of employment.

The Employer is also committed to ensuring equality of pay and at all times ensures that it complies in full with the obligations stipulated in the Equal Pay Act 1970.

All terms and conditions and related benefits shall be non-discriminatory, except in cases where, having regard to the nature and context of the work, having a particular protected characteristic is an occupational requirement and that occupational requirement is a proportionate means of achieving a legitimate aim, the Company will apply that requirement to the job role.

The company will make reasonable adjustments to its standard working provisions, criteria or practices, or to physical features of the workplace, to ensure that a disabled employee or applicant for employment is not placed at a substantial disadvantage in comparison with persons who are not disabled.

Whenever reasonably practicable to do so, the Company will install in existing premises facilities for people with disabilities. If an existing employee becomes disabled the Company will make every effort to retain him or her within the workforce whenever reasonable and practicable. Whenever the Company invests capital in new or refurbished premises every reasonable effort will be made to provide for the needs of employees and customers with disabilities.

All employees have a duty to act in accordance with this policy and treat other employees, members of staff, visitors, clients, customers and suppliers with dignity and respect, and not discriminate, harass or victimise others.

The Company undertakes to distribute and publicise this policy to all staff as appropriate.

Breaches of this Policy

The Company will not tolerate acts which breach this policy and all instances of such behaviour or alleged behaviour will be taken seriously, fully investigated and may be subject to disciplinary action. In serious cases, such behaviour may amount to gross misconduct and result in immediate termination of employment. Any employee who believes that they may have been subjected to treatment which breaches this policy should raise the matter through the Company's grievance procedure.

Review

The Company will periodically review its selection criteria and procedures to maintain a system where individuals are selected, promoted, and treated solely on the basis of their merits and abilities.

This policy is not contractual and the Company will, from time to time, review it and its progress in achieving its objectives. Where barriers to equal opportunities are identified, appropriate changes will be made.



John Carmichael
Executive Director
March 2022

Review Date 10th March 2023