

### **Equal Opportunities Policy**

It is the company policy to give equal opportunity in employment regardless of sex, sexual orientation, marital status, race, age, disability, religion, or ethnic origin. This applies to recruitment, training, pay, conditions of employment, allocation of work and promotion.

### **Implementation**

As an equal opportunity employer our key criterion for selection, promotion, training and reward is ability to do the job to the required standard. For this reason, we will not discriminate on any grounds unrelated to performance, regardless of whether law prohibits these.

It is your personal responsibility as an employee to ensure that this policy is adhered to. Any questions or doubts about the application of the policy should be referred to your line manager.

The policy applies not only to our staff but also to our relationships with our customers and suppliers.

If you feel that you have been discriminated against you should raise the matter through the grievance procedure.

**Signed and dated copies of the company's statement are held locally and can be produced on request.**