

# **Aqua Management**

## **EQUAL OPPORTUNITIES POLICY**

### **INTENTION**

1. Aqua Management as an employer, is committed to equality of opportunity whether or not required by legislation. We will comply fully with the requirements of all legislation including that dealing with sexual, racial and disability discrimination.
2. As a matter of principle, good business sense and fairness, this policy is aimed at ensuring that:
  - a. The Company uses staff effectively and efficiently to deliver equality and equality of service to our clients.
  - b. We make the most of staff, improving motivation, and consequently performance.
  - c. We attract good quality applicants and retain good quality staff.
  - d. We avoid the cost of discriminatory behaviour and unfair treatment.
3. We recognise that our staff are our most important assets and we will strive to ensure that none will be disadvantaged on the grounds of gender, age, race, ethnic origin, nationality, religious belief, marital status, sexual orientation, or disability. This equally applies to those who seek employment with the Company.
4. This policy is available to all members of staff, our clients and their staff.

### **OBJECTIVES**

#### **Sex Discrimination**

5. No person will be disadvantaged because of their sex. Both male and females will be given equal opportunity for both employment and advancement within the Company.

#### **Age**

6. Discrimination on the grounds of age can be unjust and fails to recognize the benefit of experience. We will not make assumptions about commitment or motivation on the basis of the age of a person.

#### **Disability**

7. The company takes positive steps towards the employment of people with disabilities, seeking to provide a working environment which enables them to achieve their potential.

#### **Sexual Orientation**

8. The Company believes that no person should be discriminated against on the grounds of their sexual orientation. The Company understands that this is a personal matter, and no enquiry will be made of an employee at any stage.

#### **Racial Equality**

9. The provisions of the Race Relations legislation will be adhered to by the Company. This will include the promotion of equal opportunities, the elimination of racial discrimination, and the development of good relations between those of differing ethnic groups.

#### **Marital Status**

10. No regard will be made of a persons marital status when applying either for employment or advancement within the Company.

### **IMPLEMENTATION**

11. This policy will be implemented by each employee being given a copy of the Policy and any subsequent revisions.
12. Any proven breach of this Policy will result in disciplinary action against the employees concerned.
13. The policy will be reviewed in the light of legislative or other related changes affecting it. In any event it will be reviewed annually at the Company Management Review Meeting.
14. The Directors have the responsibility of the implementation of the Policy.