

# Equal Opportunity and Diversity

**RES is committed to equal opportunity and diversity. This commitment means that all employees and job applicants will be treated equally and fairly without regard to sex, marital status, race, colour, nationality, ethnic or national origins, age, religion or belief, sexual orientation or, where not relevant to the job, status as an ex-offender.**

**Employees with disabilities will receive fair treatment and be considered on their ability to do the job, following reasonable adjustments where appropriate. Decisions on recruitment, selection, training, promotion and career management are based on objective and job-related criteria.**

## INTRODUCTION

RES is committed to equal opportunity and diversity, not just because of a sense of social responsibility, morality or the requirements of current legislation, but because it makes sound business sense to tap into the wide-ranging knowledge and experience of individuals in all sectors of society.

It is the Company's policy not to disadvantage or exclude potential job applicants or existing employees from employment opportunities or benefits on grounds of sex, marital status, race, colour, ethnic or national origins, disability, age, religion or belief, sexual orientation or, where not relevant to the job, status as an ex-offender.

The Policy is designed to reinforce RES's reputation as a caring employer, valuing the talents of its employees and ensuring that it is able to compete in attracting and retaining high calibre employees with wide-ranging experience and abilities.

RES believes that a diverse, talented and creative workforce adds value to the Company by enabling it to respond positively and flexibly to changes in highly competitive domestic and international markets.

Diversity is concerned with 'valuing differences' between people, about embracing and not erasing the innovation and creativity inherent in those differences for the positive benefit of RES. These differences extend beyond matters of race, colour, gender, disability, age, religious belief and sexuality to include cultural differences, differences in working style, ethnic background, education and so forth.

## SCOPE OF THIS POLICY

The scope of this policy covers all employees, full-time, part-time, fixed-term, temporary, and permanent, irrespective of their length of service, together with contractors and consultants.

## **POLICY LINKS**

This policy links to the following RES Policies:

- Harassment and Bullying Policy
- Disciplinary Procedure

## **PRACTICAL IMPLICATIONS**

Decisions to appoint, reward, train, develop and promote are to be taken based on skills and abilities, or demonstrated potential, merit and the requirements of the job. Employment decisions affecting both job applicants and employees with disabilities will be made following any reasonable adjustments that may be necessary to ensure fair treatment. If an employee becomes disabled, the Company will provide the fullest support to enable them to remain in, or return to, a role appropriate to their experience and abilities.

Every job applicant and employee can expect to be treated with dignity and respect and not to encounter bullying, harassment or victimisation.

To meet these expectations, the Company will not accept behaviour that breaches this policy. The Company's disciplinary processes cover such policy breaches. This Policy has been formulated with due regard to current legislation and to the guidance contained in the appropriate codes of practice/best practice guidance.

## **EMPLOYER'S RESPONSIBILITY**

The Managing Director has overall responsibility for the Equal Opportunity and Diversity Policy, and for actions aimed at eliminating unlawful discrimination and promoting genuine equality of opportunity and diversity.

## **DIRECTORS OF THE BUSINESSES**

The Directors of the Business are responsible to the Managing Director for the elimination of unlawful discrimination and the promotion of equal opportunity and diversity within their respective businesses.

## **MANAGERS' AND SUPERVISORS' RESPONSIBILITY**

Every Manager and Supervisor is responsible for enacting and promoting equal opportunity and diversity in their part of the business. They are also required to ensure that their staff are aware of their rights and obligations and that they receive the appropriate equal opportunity and diversity training.

## **INDIVIDUAL EMPLOYEES' RESPONSIBILITY**

Whilst the primary responsibility at law rests with RES to ensure that there is no unlawful discrimination, it is the responsibility of every employee to ensure that they do not initiate or take part in any unlawful discrimination, harassment or bullying.

Every employee should understand the Equal Opportunity and Diversity Policy, the key features of equal opportunities legislation and RES's commitment to diversity in the workplace.

## **HUMAN RESOURCES FUNCTION RESPONSIBILITY**

The HR function is responsible for providing advice and guidance on all aspects of equal opportunity and diversity policy and practice.

## **BREACHES OF POLICY**

Any employee who believes that he or she has been adversely affected by discrimination should raise the issue using the Grievance Procedure. He or she should not be victimised for doing so and severe penalties will be imposed on those who do victimise those complaining of discrimination.