

# Equal Opportunities Policy

Alert Marketing Ltd recognises that everyone has a contribution to make to our society and a right to equal opportunity.

No job applicant or employee, sub contractor or distributor engaged in our business or to whom we provide services will be discriminated against by us on the grounds of:

- Gender (including sex, marriage, gender re-assignment);
- Race (including ethnic origin, colour, nationality and national origin);
- Disability;
- Sexual orientation;
- Religion or belief;
- Age.

We aim to promote equal opportunities, eliminate discrimination and eliminate harassment through the following:

- Opposing all forms of unlawful and unfair discrimination.
- All employees (whether part-time, full-time or temporary), sub contractors or distributors and beneficiaries will be treated fairly and with respect.
- All vacancies will be advertised and will include a statement on equal opportunities.
- Selection for employment of staff and recruitment of sub contractors and distributors will be on the basis of aptitude and ability.
- All employees, sub contractors & distributors will be helped and encouraged to develop their full potential and the talents and resources of individuals will be fully utilised to maximise the efficiency of the organisation.
- All employees, sub contractors and distributors have a legal and moral obligation not to discriminate and to report incidents of discrimination

against any individual or group of individuals to the MD of Alert Marketing, or their own line management in the case of sub contractors and distributors.

Our commitment:

- To create an environment in which individual differences and the contributions of all our staff, volunteers, members and beneficiaries are recognised and valued.
- Every employee, volunteer, member and beneficiary is entitled to be part of an environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- Training, development and progression opportunities are available to all staff.
- Equality is good management practice and makes sound sense. Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings or termination of contract.
- This policy will be monitored and reviewed annually.

The successful implementation of this policy depends on the awareness and commitment of all employees, sub contractors and distributors engaged in Alert Marketing's business activities. Hence ALL will be made aware of its existence on joining the Alert Marketing organisation and reminded they must conform to it on an ongoing basis.

Name Sylvia Loggia

Position Managing Director

Signed *Sylvia Loggia*

Date: 8<sup>th</sup> August 2019

*Alert Marketing Ltd*  
*Last reviewed: August 2019*