

General Statement

Artel Facades Ltd [the Company] is committed to building an organisation and team that makes full use of the talents, skills, experience, and different cultural perspectives available in a multi-ethnic and diverse society, and where people feel they are respected and valued. Where they can achieve their potential, regardless of race, colour, nationality, national or ethnic origins, sexual orientation, gender, religion or belief, disability or age.

The company will follow the recommendations of the Statutory Codes of Practice, of the Equality and Human Rights Commission Code of Practice in Employment and Occupation, in all of their employment policies, procedures and practices, to comply with The Equality Act 2010.

The aims of this policy are to ensure that:

- No-one receives less favourable treatment, on grounds of race, colour, nationality, national or ethnic origins, sexual orientation, gender, religion or belief, disability or age; or is disadvantaged by any conditions, requirements, provisions, criteria, procedures or practices, that cannot be justified on any other grounds, or victimised for taking action against any form of discrimination or harassment, or instructed or put under pressure to discriminate against, or harass, someone on the above grounds.
- The organisation is free of unwanted conduct that violates the dignity of workers or creates an intimidating, hostile, degrading, offensive, or humiliating environment.
- Opportunities for employment, training and promotion, are equally open to male and female candidates, candidates from all racial groups, candidates with or without disabilities, and candidates of any age, and of any sexual orientation, religion or belief.
- Selection for employment, promotion, transfer, training, and access to benefits, facilities and services, will be fair and equitable, and based solely on merit.
- This policy applies to all aspects of employment, from recruitment to dismissal, and former workers' rights. We will take the following steps to put the policy into practice and make sure that it is achieving its aims:
 - The policy will be a priority for the organisation.
 - The policy will be communicated to all workers and job applicants and will be placed on the company's intranet.

This policy applies to all aspects of employment, from recruitment to dismissal, and former workers' rights.

We will take the following steps to put the policy into practice and make sure that it is achieving its aims:

- Team Members will be consulted regularly about the policy, and about related action plans and strategies.
- All team mates will be trained on the policy, on their rights and representatives under the policy, and on how the policy will affect the way they carry out their duties.
- No-one will be in any doubt about what constitutes acceptable and unacceptable conduct in the organisation.
- Managers and workers in key decision-making areas, will be trained on the discriminatory effects that provisions, practices, requirements, conditions, and criteria can have on some groups, and the importance of being able to justify decisions, and apply them.
- Complaints about discrimination or harassment in the course of employment, will be regarded seriously, and may result in disciplinary sanctions, and even dismissal. The director responsible for this implementation of this policy is Kevin Linnane.
- Opportunities for employment, promotion, transfer and training, will be advertised widely, both internally and externally, and all applicants will be welcomed, irrespective of race, colour, nationality, national or ethnic origins, sexual orientation, gender, religion or belief, disability or age.
- All workers will be encouraged to develop their skills and qualifications, and to take advantage of promotion and development opportunities in the organisation.
- Selection criteria will be entirely related to the job or training opportunity.
- We will make all reasonable changes to overcome physical and non-physical barriers, that make it difficult for disable employees to carry out their work, and for disabled customers to access our services.
- We will take a flexible approach to working arrangements. We will consider requests for changes, carefully and objectively, and will accommodate them unless it would cause significant difficulties to the business or the employee.
- We will make our customers and clients will be made aware of this policy, and of their right to fair and equal treatment, irrespective of race, colour, nationality, national or ethnic origins, sexual orientation, gender, religion or belief, disability or age.

- We will promote equality of opportunity.
- Grievances, disciplinary action, performance assessment, and terminations of employment, for whatever reason, will be monitored by gender, racial group, age, disability, religion or belief, and sexual orientation.
- Requirements, conditions, provisions, criteria, and practices will be reviewed regularly, in light of monitoring the results, and revised if they are found to be, or might, unlawfully discriminate on any of the above grounds.
- All contracts between the company and contractors, to supply goods, materials or services will include a clause prohibiting unlawful discrimination or harassment by contractors and their staff, and by any sub-contractors and their staff. The clause will also encourage contractors to provide equality of opportunity in their employment practices.
- Customers, consultants and clients will be made aware of this policy, and of their right to fair and equal treatment, irrespective of race, colour, nationality, national or ethnic origins, sexual orientation, gender, religion or belief, disability or age.

This policy has the full support of the management and board of directors.

Overall responsibility for the effectiveness of the policy lies with Kevin Linnane-Director.



K Linnane
Company Director
Date 19.02.21



B Morrissey
Company Director
Date 19.02.21

Reviewed 19 February 2021, next review date as requested but no later than 19 February 2022.