

## Equal Opportunities Statement

1.1 The Group is an equal opportunity employer and is fully committed to treating all of its employees and job applicants equally. The Group will avoid unlawful discrimination in all aspects of employment including recruitment and selection, promotion, transfer, opportunities for training, pay and benefits, other terms of employment, discipline, selection for redundancy and dismissal.

1.2 The Group will take all reasonable steps to employ, train and promote employees on the basis of their experience, abilities and qualifications without regard to age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality and ethnic or national origins), religion or belief, sex or sexual orientation.

1.3 Employees have a duty to co-operate with the Group to make sure that it is effective in ensuring equal opportunities and in preventing discrimination. Action will be taken under the Group's Disciplinary Procedure against any employee who is found to have committed an act of improper or unlawful discrimination. Serious breaches of this equal opportunities statement will be treated as potential gross misconduct and could render the employee liable to summary dismissal. Employees should bear in mind that they can be held personally liable for any act of unlawful discrimination.

1.4 You should draw the attention of your Line Manager to suspected discriminatory acts or practices. You must not victimise or retaliate against an employee who has made allegations or complaints of discrimination or who has provided information about such discrimination. Such behaviour will be treated as potential gross misconduct in accordance with the Group's Disciplinary Procedure. You should support colleagues who suffer such treatment and are making a complaint.

1.5 The Group has a separate Dignity at Work Policy which deals with harassment, bullying and intimidation and sets out how complaints of that type will be dealt with.