



Internet Solutions

309F The Big Peg, The Jewellery Quarter Birmingham B18 6NF
www.strategy-plus.net - 0800 781 8772 - info@strategy-plus.net

Equality & Diversity Policy

Introduction

Strategy Plus accepts that it has a duty of responsibility to work towards the elimination of unfair discrimination in the workplace. Strategy Plus also recognises diversity and promotes equality. Strategy Plus's aim is to ensure that all of its employees, job applicants and clients are treated equally irrespective of disability, race, colour, religion or beliefs, nationality, ethnic origin, age, sexual orientation, gender or marital status.

The outcomes of implementing this Policy will be fairer employment practice, a more diverse workforce, the elimination of indirect and direct discrimination and promotion of equality of opportunity.

Scope of the policy

The guidance set out in this policy is intended for all employees of Strategy Plus.

Legal Considerations

Strategy Plus fully recognises and is committed to the legal requirements under the

- Equal Pay Act 1970 (EPA)
- Sex discrimination Act 1975 (SDA) as amended by the Sex Discrimination Act 1986
- Race Relations Act 1976 (RRA), Race Relations (Amendment) Act 2000 and Race Relations Act 1976 (Amendment) Regulations 2003
- Employment Rights Act 1996
- Trade Union Reform and Employment Rights Act 1993 (TURERA)
- Disability Discrimination Act 1995 and Disability Act 2005
- Human Rights Act 1998 • Employment Relations Act 1999
- Employment Equality (Sexual Orientation) Regulations 2003

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- Employment Equality (Religion or Belief) Regulations 2003

Strategy Plus is also committed to ensuring compliance with any future statutory requirements and codes of practices produced by lead organisations in employment relations i.e. Commission for Racial Equality, Equal Opportunities Commission and Disability Rights Commission.

Strategy Plus's Commitment:

- Creating an environment in which individual differences and the positive contributions of all employees are recognised and valued.
- Providing a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- Ensuring training, development and promotion opportunities are available to all employees.
- Communicating this policy to all employees and ensure easy access to the policy via our website.

Diversity

Diversity is about the recognition and understanding of difference in its broadest sense. It is about creating a working culture and practices that recognise, respect, value and harness difference for the benefit of the organisation and individuals.

Equality

Equality is primarily concerned with ensuring that people from specific underrepresented groups are provided with fair and equal opportunities.

Definitions of discrimination

To assist in the understanding of the meaning of discrimination, the following definitions are offered.

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Direct Discrimination

When an individual is treated less favourably than others are, or would be, treated in the same or similar circumstances. For example:

- Excluding people of a certain race from employment benefits such as private health.
- Placing an advert which specifies a 'male' or 'female' candidates only where this cannot be justified.
- Failing to recruit a disabled person solely on the ground of their disability when this cannot be justified.

Indirect Discrimination

When an unjustifiable requirement or condition is applied which, although applied equally to all persons, is such that it has an adverse effect on one particular group of people or person. It also affects formal and informal arrangements. For example:

- Arranging work practices such as informal meetings at certain times or days in the week when certain employees will never be able to attend due to religious holidays.

Responsibilities

This policy sets out guidance that everyone is required to follow in order to ensure that its aims are achieved. Everyone has personal responsibility for the practical application of the policy.

Director Responsibilities

The Director has overall responsibility for the policy and ensuring that adequate resources are provided for its implementation.

The Director will be responsible for ensuring that employees for whom they are responsible act within

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the provisions of this policy.

- Ensure that they are aware of their own individual responsibilities to comply with the requirements of this policy.
- Ensure that employees are made aware of the policy and that it is understood by them.
- Ensure that appropriate action is taken to ensure that unfair discrimination does not occur in the workplace or in the line of work.
- Ensure that they follow good practice with regard to equality and diversity and fully participate in any initiatives to promote equality.

Employee's Responsibility

All employees must:

- Ensure they are aware of their own individual responsibility to comply with the requirements of this policy.
- Ensure they do not discriminate against any other employee, potential employee or client.
- Co-operate with measures introduced by Strategy Plus that are designed to ensure equality of opportunity.
- Bring to the attention of the management any acts of discrimination, victimisation or harassment.

Recruitment and Selection

Strategy Plus will:

- Ensure that employees are recruited and promoted on the basis of ability and other relevant objective criteria to carry out the duties and responsibilities of the post for which they have applied.
- Continue to ensure that the recruitment and selection procedure is applied consistently to ensure fair access to all jobs.
- Ensure that all employees and applicants are treated with dignity and respect. Where

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harassment, victimisation or bullying occurs this will be confronted and dealt with through the appropriate policies and procedures.

- Involve and communicate effectively with all employees.
- Provide a fair and equal pay and reward system.

Communication of the policy

An equality and diversity policy cannot be effective unless it is known by all employees and job applicants. Therefore an equality and diversity statement will be included on the company website.

Breaches of the policy

Breaches of the Equality and Diversity policy will be regarded as misconduct and may lead to disciplinary proceedings in accordance with the disciplinary policy, being instigated.

Dealing with complaints of discrimination

Any employee who believes that they may have been unfairly discriminated against may raise their concerns through the grievance procedure.

Should an employee have any queries or doubts about inappropriate treatment under Strategy Plus's Equality and Diversity Policy they may initially discuss them with the Director.

Review

This Policy will be reviewed on a regular basis in the light of operating experience and/or changes in legislation.

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