

## *Equal Opportunities Policy*

Haden Young aims to be an equal opportunities employer, and to achieve equality of opportunity and the fair treatment of all its employees.

We commit ourselves to ensure that no employee, or prospective employee, will receive less favourable treatment on grounds that cannot be justified. Steps will be taken to ensure that no one receives less favourable treatment because of his or her:

Sex or marital status, sexual orientation or gender reassignment.

Age

Race, nationality or ethnic origin.

Disability.

Religion or belief.

Company performance is dependent upon improving and developing the skills and abilities of all employees and the policy aims to achieve this objective.

Entry into the Company and progression is determined by the application of objective criteria, personal performance and merit. Recruitment and other employment decisions and procedures are monitored and reviewed and, where necessary changed, to ensure compliance with the overall policy. Where there is under-representation of particular groups, the circumstances are investigated and, where appropriate, practical measures to remedy the situation are taken.

It is the responsibility of every employee to co-operate with the implementation of this policy. Eliminating discrimination and providing equality of opportunity depends on the personal commitment of all employees. Line managers and other relevant decision makers are given appropriate training and guidance to enable them to fulfill the responsibilities allocated to them.

Direct or indirect discrimination, including harassment or victimisation, on the grounds listed above is not tolerated.

Deliberate failure to observe the requirements of this policy are the subject of disciplinary action, in accordance with Company procedures. Any employee who believes that they are being unfairly treated in any way associated with this policy is entitled to raise this matter through the Company Grievance Procedure.