

equal opportunities policy

Southern Rock Adventures Ltd

Equal opportunities policy

Effective from 17 October 2008

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1 Introduction

Southern Rock Adventures Ltd ("Southern Rock Adventures Ltd") is committed to a policy of treating all employees and job applicants equally. No employee or potential employee will receive less favourable treatment or consideration on the grounds of disability, race, colour, nationality, ethnic origin, sex, sexual orientation, marital or civil partnership status, age, religion or belief or will be disadvantaged by any conditions of employment or requirements that cannot be justified as necessary on operational grounds.

2 Principles

- 2.1 These principles apply equally to all employees;
- 2.2 There should be no discrimination on the basis of disability, race, colour, nationality, ethnic origin, sex, sexual orientation, marital or civil partnership status, age, religion or belief;
- 2.3 Southern Rock Adventures Ltd will appoint, train, develop and promote on the basis of merit and ability;
- 2.4 This policy shall not prevent Southern Rock Adventures Ltd from providing benefits by reference to marital or civil partnership status;
- 2.5 All staff have personal responsibility for the practical application of Southern Rock Adventures Ltd's equal opportunities policy;
- 2.6 Anyone involved in the recruitment, selection, promotion or training of employees has a special responsibility for the practical application of Southern Rock Adventures Ltd's equal opportunities policy. These people may have additional training needs for which provision should be made;
- 2.7 Southern Rock Adventures Ltd's grievance procedure is available to any employee who believes that they may have been discriminated against unfairly;

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- 2.8 Any employee who is found to have committed an act of unlawful discrimination may face disciplinary action. Harassment or bullying on the grounds of disability, race, colour, nationality, ethnic origin, sex, sexual orientation, marital or civil partnership status, age, religion, belief or for any other reason will be treated as gross misconduct. Harassment is any unwanted conduct which violates another's dignity or creates an intimidating, hostile, degrading, humiliating or offensive environment for another person or is intended to have one of those effects;
- 2.9 In the case of any doubt or concern about the application of the policy in any particular instance the employee should contact the human resource manager; and
- 2.10 The application of this policy will be reviewed annually by Southern Rock Adventures Ltd.