

## **Equal Opportunities Policy**

Best Environmental Solutions Ltd has committed to the policy of equal treatment of all employees and applicants, etc., and requires all employees, of whatever grade or authority, to abide by and adhere to the requirements of the Codes of Practice issued by the Equal Opportunities Commission and the Commission for Racial Equality.

Best Environmental Solutions Ltd will abide by, and all employees are expected to abide by, the requirements of the Equality Act 2010\*.

Best Environmental Solutions Ltd commit that discrimination will be prohibited in:

- Treating any individual on grounds of sex, colour, marital status, race, nationality or ethnic or national origin, relation, sexual orientation, disability, or membership or non membership of a trade union, less favourably than others.
- Expecting an individual solely on the grounds stated above to comply with requirement(s) for any reason whatsoever related to their employment, which are different to the requirements for others.
- Imposing on an individual, requirements, which are in effect more onerous on that individual than they are on others. For example, this would include applying a condition (which is not warranted by the requirements of the position) which makes it more difficult for members of a particular race or sex to comply than others not of that race or sex.
- Victimisation of an employee.
- Harassment of an employee (which for the purpose of this policy is regards as discrimination).
- Any other act or omission of an act, which has as its effect the disadvantage of an employee or applicant against another, or others, purely on the above grounds. Thus, in all disciplinary matters, as well as consideration for training, promotion etc. – it is essential that merit, experience, skills, and temperament are considered as objectively as possible.

Best Environmental Solutions Ltd will commit itself to the immediate investigation of any claims of discrimination on the above grounds, and, where such is found to be the case, a requirement that the practice cease immediately and to the investigation of any employee accused of discrimination.

Any employee (no matter what level) found guilty of discrimination will be instructed to desist forthwith. Since discrimination in its many forms against company policy and any employee offending will be dealt with under the company disciplinary procedure. Unless assurances of future non-discriminatory actions are forthcoming, an employee repeating any act of discrimination may be dismissed.

The Company recognises the right of an employee to belong to or not to belong to, a trade union, and membership or non-membership of such a union will not be considered in anyway during the career of the employee.

In support of the Best Environmental Solutions Ltd expectations as an Equal Opportunities Employer will be the need to ensure that open recruitment methods are used to fill vacant positions. The methods used will include advertisements within:

- Job Centres
- Career Service Agencies
- Press advertisements, both professional journals and local distributions depending upon the demands of the role to be filled.

Advertisements will be expected to demonstrate the Company's commitment as an Equal Opportunity employer.


Best Environmental Solutions Ltd will commit itself to the employment of disabled personnel whenever possible and will treat such employees in aspects of their recruitment and employment in exactly the same manner as other employees, the difficulties of their disablement permitting.

In order to ensure that no group is disadvantaged in applying and undertaking employments with the Company we monitor staff in post, applicants for employment and applicants for training and development opportunities. This information is reviewed periodically by the Managing Director responsible for Equal opportunities. In particular the monitoring process will take account of:

- Recruitment and selection
- Numbers of staff employed
- Training opportunities
- Development
- Harassment and discrimination complaints and other grievance
- Disciplinary proceedings
- Starters and Leavers.

Copies of this statement will be provided to all employees at induction training. In addition, full copies of the Health, Safety, Environmental and Equal Opportunities Policy will always be available for reference at the Company Office and established site offices.

Best Environmental Solutions will review this policy annually with a revision date 12 months from the date of the current Policy and revise it if and when new legal requirements come into force or new information is available which requires new training for employees pending the introduction of new machinery, processes or substances, as necessary.

Signed by: .....  .....

Date of Review: .....24.02.2022.....

Date of Next Review: .....23.02.2023.....

\*The Equality Act 2010 has replaced the Equal Pay Act 1970, Sex Discrimination Act 1975, Race Relations Act 1976, Disability Discrimination Act 1995, Employment Equality (Religion or Belief) Regulations 2003, Employment Equality (Sexual Orientation) Regulations 2003 and the Employment Equality (Age) Regulations 2006.