

EQUALITY, DIVERSITY & INCLUSION POLICY

POLICY STATEMENT

Long O'Donnell Associates Limited recognises that discrimination is both unacceptable and unlawful and aims to create an environment that promotes inclusion and respect.

We aim to celebrate diversity in all aspects of our service delivery and employment. We view diversity as a resource, as a strength and as an opportunity to help us improve services and are committed to making our services and employment equally accessible to everyone.

We aim to ensure that no employee or job applicant is discriminated against, directly or indirectly, or victimised on the grounds of age, disability, gender reassignment, religion or belief, sexual orientation, marriage and civil partnership, pregnancy and maternity.

We aim to provide a neutral working environment in which no worker feels threatened or intimidated.

All promotions will be made on merit in line with the principles of the policy.

All applicants applying for jobs will be considered solely on their ability to do the job, and interview questions will not be of discriminatory nature.

All employees will be given equal rights to training and development whilst at the company.

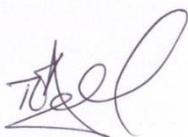
If you have a disability, we will make sure you receive the necessary help to enable you to carry out your normal duties effectively. In line with the Equality Act 2010 we will be committed to making any reasonable adjustments to our premises to ensure our services are available to disabled people.

Where appropriate, and where permissible under the Equality Act 2010, employees of underrepresented racial groups will be given training and encouragement to achieve equal opportunity within the organisation.

The Managing Director takes overall responsibility for maintaining and implementing this policy. Long O'Donnell Associates Limited shall ensure that training and guidance is provided for all managers, associates and any employees that represent the company to ensure that they understand their position in law and under this policy.

Compliance with the policy will be assessed on a regular basis as part of the company's integrated management system. The success of the policy in achieving equality of opportunity will be monitored on a regular basis.

To ensure that all employees and applicants are made aware that the Company will act in accordance with all the statutory requirements, this policy is delivered to employees on induction to the company, and is made available on the company intranet site and on the notice board at Head Office.



Thomas J. O'Donnell
Managing Director
Long O'Donnell Associates Limited

January 2017