

Waste | Equality, Diversity and Inclusion Policy



Overview

Waste is committed to encouraging equality, diversity and inclusion and seeks to provide all staff with the opportunity for employment, career and personal development. This is on the basis of ability, qualifications and suitability for the work, as well as their potential to be developed into the job.

The aim is for our workforce to be truly representative of all sections of society, and for each employee to feel respected and able to give their best.

Waste will not tolerate direct or indirect discrimination against any person on grounds of:

Age, disability, gender / gender reassignment, marriage / civil partnership, pregnancy / maternity, race, religion or belief, sex, or sexual orientation whether in the field of recruitment, terms and conditions of employment, career progression, training, transfer or dismissal.

The policy's purpose is to:

- Provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time.
- Not unlawfully discriminate because of the Equality Act 2010 protected characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation.
- Oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities

The organisation commits to:

- Encourage equality, diversity and inclusion in the workplace.
- Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.
- This commitment includes training managers and all other employees about their rights and responsibilities under the equality, diversity and inclusion policy. Responsibilities include staff conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.

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- All staff should understand it is also their responsibility in their daily actions, decisions and behaviour to endeavour to promote these concepts, to comply with all relevant legislation and to ensure that they do not discriminate against colleagues, clients, suppliers or any other person associated with the Company.
- Take seriously, complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.
- Deal with such acts as misconduct under the organisation's grievance and/or disciplinary procedures, with appropriate actions taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.
- Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.
- Make opportunities for training, development and progress available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the organisation.
- Review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the law.
- Monitor the make-up of the workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy.

Monitoring will also include assessing how the equality, diversity and inclusion policy, and any supporting action plan, are working in practice, with an aim to reviewing them annually, and considering and taking action, to address any issues.

The equality, diversity and inclusion policy is fully supported by senior management.

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Recruitment

The recruitment process must result in the selection of the most suitable candidate for the job.

Recruitment advertising will encourage applications from all suitably qualified and experienced people, and no job applicant will receive less favourable treatment on the grounds of their age, sex, ethnic background, sexual orientation, religion or belief, or disability. All information provided by applicants will be treated as confidential.

All employees carrying out recruitment selection must read and understand this policy and take active steps to ensure they take an unbiased approach towards candidates – only asking questions which relate to the job and are non-discriminatory.