



5, Highlands Court, Cranmore Avenue
Solithull, West Midlands B90 4LE
www.mancommercialprotection.co.uk

Tel: 0121 733 8484

EQUALITY, DIVERSITY AND INCLUSION POLICY

Page 1 of 2
MAN 123

A handwritten signature in black ink, appearing to be 'I. McCallister', is written over a light blue horizontal line.

Approved by:
I. McCallister Chief Executive
Officer (CEO)

Date January 2026

POLICY STATEMENT

We are an equal opportunities employer. We are committed to equality of opportunity and to providing a service and following practices which are free from unfair and unlawful discrimination. The aim of this policy is to ensure that no person receives less favourable treatment on the grounds of age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation, or is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance. It seeks also to ensure that no person is victimised or subjected to any form of bullying or harassment.

This policy covers all employees and agency workers and it applies to all areas of employment including recruitment, selection, training, deployment, career development, and promotion.

All managers must set an appropriate standard of behaviour, lead by example and ensure that those they manage adhere to the policy and promote our aims and objectives with regard to equal opportunities. Managers and employees will be given appropriate training on their rights and responsibilities in accordance with this policy.

All employees whether part time, full time or temporary, will be treated fairly and with respect. Selection for employment, promotion, training, or any other benefit will be on the basis of ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the Company.

Equality of opportunity, valuing diversity and compliance with the law is to the benefit of all individuals in our Company as it seeks to develop the skills and abilities of its people. While specific responsibility for eliminating discrimination and providing equality of opportunity lies with managers and supervisors, individuals at all levels have a responsibility to treat others with dignity and respect. The personal commitment of everyone to this policy and application of its principles are essential to eliminate discrimination and provide equality and equity throughout the Company.

Breaches of this policy will be dealt with in accordance with our Disciplinary Procedure. Serious cases of discrimination may amount to gross misconduct resulting in dismissal without notice.

If you believe that you have suffered discrimination you can raise the matter through our Grievance Procedure or through contacting the HR Department.

OUR COMMITMENT AS AN EMPLOYER

The Company is committed to:

- creating an environment in which individual differences and the contributions of our staff are recognised and valued

- everyone is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated
- providing training, development and progression opportunities to all staff
- understanding equality and inclusion in the workplace is good management practice and makes business sense
- reviewing all our employment practices and procedures to ensure fairness and inclusion for all
- taking steps to ensure equity amongst our workforce such as ensuring that our vacancies are advertised to a diverse range of potential candidates and, where relevant, to particular groups that have been identified as disadvantaged or underrepresented in our Company, taking positive action to recruit disabled people and ensuring there are no unlawful barriers to accessing our employment opportunities, training, progression opportunities, benefits and facilities
- diversity in our workforce will be regularly monitored to ensure equal opportunities throughout the Company
- monitoring and reviewing this policy annually.

OUR COMMITMENT AS A SERVICE PROVIDER

The Company is committed to:

- providing services to which all clients are entitled regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy or maternity, race, religion or belief, sex or sexual orientation
- making sure our services are delivered equally and meet the diverse needs of our service users and clients
- taking steps to ensure equity amongst our clients and service users such as removing any unlawful obstacles to accessing our services or facilities
- fully supporting this policy by senior management and ensuring agreement has been reached with employee representatives, if applicable
- monitoring and reviewing this policy annually
- having clear procedures that enable our clients, candidates for jobs and employees to raise a grievance or make a complaint if they feel they have been unfairly treated.

EQUAL OPPORTUNITY POLICY STATEMENTS

Age

We will:

- ensure that people of all ages are treated with respect and dignity
- ensure that people are given equal access to our employment, training, development and promotion opportunities and
- challenge discriminatory assumptions about younger and older people.

Disability

We will:

- consider providing any reasonable adjustments to ensure disabled people have access to our services and employment opportunities. If we feel that a particular adjustment would not be reasonable, we will discuss this with you and try to find an alternative solution where possible
- challenge discriminatory assumptions about disabled people and
- seek to continue to improve access to information
- If you are disabled or become disabled, we encourage you to tell us about your condition so that we can support you as appropriate

We will keep the physical features of our premises under review to consider whether they might place anyone with a disability at a substantial disadvantage. Where necessary, we will take reasonable steps to improve access.