

Equal Opportunities Statement

This organisation is committed to providing equality of opportunity in employment to all persons regardless of religious belief; political opinion; race (including colour, nationality, ethnic or national origins, being an Irish Traveller); sex; pregnancy and maternity leave; gender reassignment; marital status and civil partnership status; sexual orientation; disability or age ('The Equality Grounds')

Your Rights...

All job applicants, employees and others who work for us have the right to work in an environment which is free from any form of discrimination, harassment and victimisation. You have a right to complain about discrimination, harassment and victimisation; should it occur and this organisation has established an internal grievance procedure to deal with such complaints. All complaints will be dealt with seriously, promptly and confidentially.

Every effort will be made to ensure that those making complaints of discrimination and harassment, as well as others who give evidence or information in connection with a complaint, will not be victimised (i.e. they will not be discriminated against in retaliation for their actions).

Your Responsibilities...

You must comply with this policy. You must treat others with dignity and respect and ensure that your behaviour does not amount to discrimination, harassment or victimisation.

You are expected to discourage discrimination, harassment and victimisation by making it clear that you find such behaviour unacceptable and by supporting employees who suffer such treatment. Anyone who is aware of an incident of discrimination, harassment or victimisation should alert a manager or supervisor to enable the organisation to deal with it. Allegations of discrimination, harassment or victimisation must be made in good faith.

Responsibilities of the Organisation and Management...

This organisation is committed to implementing this policy and to making every effort to ensure that discrimination, harassment and victimisation does not occur.

The organisation will:

- Ensure that each manager, supervisor and employee is given a copy of the Equal Opportunities Policy;
- Explain the policy to managers, supervisors and employees;
- Ensure that all complaints of discrimination, harassment or victimisation are dealt with promptly, seriously and confidentially;
- Set a good example by treating employees with fairness and dignity and respect;
- Be alert to unacceptable behaviour and will take appropriate proactive action in accordance with this policy;
- Monitor all incidents of discrimination, harassment victimisation and review the effectiveness of this policy at least annually.

What is discrimination?

Direct discrimination occurs where a person is treated less favourably than other persons and where the reasons for the treatment is on one or more of the equality grounds. Disability-related discrimination occurs where, for a reason related to a disabled person's disability, a person treats the disabled person less favourably than he treats, or would treat, other persons to whom that reason does not apply, and he cannot show that the treatment in question is justified.

Failure to comply with the reasonable adjustment duty: Disability discrimination can also occur where an employer fails to comply with a duty to make reasonable adjustments in respect of a disabled job applicant or employee. The reasonable adjustment duty is imposed on an employer where a provision, criterion of practice is applied by the employer, or the physical features of the employer's premises places the disabled person at a substantial disadvantage compared to persons who are not disabled.

Indirect discrimination occurs where a provision, criterion or practice applies, or would apply, equally to persons not of the same equality characteristics another but:

- which puts, or would put, persons of the same equality characteristic at a particular disadvantage when compared to other person; and
- which is not a proportionate means of achieving a legitimate aim.

When making the comparison between how a person who shares the same equality characteristics as another is treated, it is necessary to compare situations in which the relevant circumstances are the same or not materially different.

What is harassment?

Harassment is unwanted conduct which is related to any of the equality grounds and which has the purpose or effect of violating a person's dignity or of creating an intimidating, hostile, degrading, humiliating or offensive environment for that person. Many forms of behaviour can constitute harassment:

Physical conduct such as assaulting a person or making obscene gestures; verbal conduct such as making racist, sexist, sectarian or homophobic remarks; making derogatory comments about a person's age or disability; or singing songs of this nature; visual or written material containing racist, sexist, sectarian or other derogatory words or pictures (e.g. in posters, graffiti, letters or emails).-

What is Victimisation?

Victimisation occurs where a person is treated less favourably than other persons because the person has made an allegation under one of the equality statutes, has given evidence or other information in connection with such proceedings, has alleged a contravention of the equality statutes or has otherwise done anything under or by reference to the equality statutes. Individuals have a right to make a complaint without prejudice to their employment opportunities.

Please read this organisation's equal opportunities policy, harassment policy and grievance procedure. If you think you have been discriminated against or harassed you should speak to your Manager or a member of Human Resources.

For more information on Equal Opportunities and Harassment please contact the Equality Commission.
Telephone: 028 90 890890 Textphone: 028 90 500589 information@equalityni.org www.equalityni.org

Equality Commission

FOR NORTHERN IRELAND