

Albion Waste Equal Opportunities Policy

Last updated: 13 February 2024

1. Purpose

Albion Waste is committed to ensuring equal opportunities in employment and creating a workplace free from unlawful discrimination. Our goal is to foster a diverse and inclusive environment where all employees and job applicants are treated with dignity and respect. This policy supports our dedication to fairness and equality, ensuring compliance with relevant legislation and promoting a positive work environment.

2. Legal Framework

In accordance with UK law, Albion Waste prohibits direct and indirect discrimination on the basis of protected characteristics. These characteristics include age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation. Discrimination in recruitment, employment, and post-employment activities, such as providing references, is also unlawful.

We are committed to making reasonable adjustments to our practices and workplace environment to support individuals with disabilities. This includes altering physical features of the workplace and providing auxiliary aids where necessary to prevent substantial disadvantage.

3. Types of Discrimination

- **Direct Discrimination:** Treating someone less favourably because of a protected characteristic. There may be limited exceptions where direct discrimination is justified by an occupational requirement that is crucial and proportionate to achieving a legitimate aim.
- **Indirect Discrimination:** Applying a policy or practice that puts individuals with a protected characteristic at a disadvantage compared to others, and which cannot be justified as a proportionate means of achieving a legitimate aim.
- **Harassment:** Unwanted conduct related to a protected characteristic that violates a person's dignity or creates an intimidating, hostile, degrading, humiliating, or offensive environment.
- **Associative Discrimination:** Discrimination against someone because they associate with another individual who has a protected characteristic.
- **Perceptive Discrimination:** Discrimination based on a perception that an individual has a protected characteristic, even if they do not.
- **Victimisation:** Treating someone unfavourably because they have made or supported a complaint under the Equality Act 2010 or are suspected of doing so.
- **Failure to Make Reasonable Adjustments:** Not making necessary adjustments for individuals with disabilities, thereby placing them at a disadvantage compared to non-disabled individuals.

4. Equal Opportunities in Employment

Albion Waste is dedicated to providing equal opportunities in all areas of employment, including recruitment, promotion, training, pay, and benefits. We ensure that job specifications are limited to what is necessary for effective performance, and that all candidates are evaluated based on objective criteria. We consider reasonable adjustments for candidates and employees with disabilities and assess the potential impact of standard working practices on different groups.

Our recruitment and employment decisions are based solely on qualifications, experience, and the requirements of the job, without regard to any protected characteristic. We continually review our practices to identify and address any indirect discrimination.

5. Dignity at Work

Albion Waste upholds a commitment to a work environment free from bullying and harassment. We have a separate Dignity at Work Policy that outlines procedures for dealing with such issues. This policy complements our Equal Opportunities Policy by ensuring that all employees are treated with respect and that any complaints are addressed appropriately.

6. Customers, Suppliers, and Other External Relations

Albion Waste will not discriminate unlawfully against customers, suppliers, or other individuals interacting with our services. Employees are encouraged to report any instances of discrimination, harassment, or bullying involving external parties. We take appropriate actions to address these issues and ensure compliance with our equal opportunities commitments.

7. Training

We provide training to all employees to ensure understanding of their rights and responsibilities under this policy. Training is designed to promote awareness of equal opportunities, prevent discrimination, and foster an inclusive workplace. Managers receive additional training to handle complaints effectively and to support a respectful work environment.

8. Responsibilities

All employees are responsible for upholding this policy and contributing to an inclusive workplace. Discriminatory behaviour, harassment, bullying, or victimisation is treated as a serious disciplinary offence and may result in disciplinary action, up to and including dismissal.

Employees are also encouraged to report any concerns or grievances related to discrimination. We will investigate and address any issues raised, and retaliation for raising a genuine complaint is strictly prohibited.

9. Grievances

If an employee believes they have been subjected to unlawful discrimination, they may use Albion Waste's grievance procedure to file a complaint. Complaints related to bullying or harassment will follow the procedures outlined in the Grievance Policy. We handle all grievances with seriousness and aim to resolve them promptly. Employees have the right to pursue complaints with an employment tribunal if necessary.

10. Monitoring and Review

Albion Waste regularly monitors and reviews this policy to ensure its effectiveness and compliance with current legislation. We analyse workforce composition and employment practices to identify and address any disparities. The policy is updated as required to reflect legal changes and organisational needs.

We handle personal data related to equal opportunities in accordance with our data privacy policy, ensuring confidentiality and compliance with data protection regulations.

Signed by:

Marianna Bannika

Director

Albion Waste

Date: 13 February 2024