



## EQUAL OPPORTUNITIES POLICY

The Company is committed to providing a working environment in which employees are able to realise their full potential and to contribute to its business success irrespective of their sex, age, race, disability, sexual orientation, marriage and civil partnership, gender reassignment, pregnancy and maternity, religion or belief.

This is a key employment value to which all employees are expected to give their support.

In order to create conditions in which this goal can be realised, the Company is committed to identifying and eliminating unlawful discriminatory practices, procedures and attitudes throughout the Company.

The Company expects employees to support this commitment and to assist in its realisation in all possible ways.

Specifically, the Company aims to ensure that no employee or candidate for employment is subject to discrimination, either directly or indirectly, on the grounds of the protected characteristics given above. This commitment applies to all aspects of employment, including:

- recruitment and selection, including advertisements, job descriptions, interview and selection procedures
- training
- promotion and career development opportunities
- terms and conditions of employment, and access to employment related benefits and facilities
- grievance handling and the application of disciplinary procedures and
- selection for redundancy

IPM Facilities Ltd recognises that discrimination is unacceptable conduct which may lead to disciplinary action under the company's Disciplinary Procedure. Any complaints of discrimination of any kind will be dealt with thoroughly and could lead to dismissal of the offending employee.

Equal Opportunities practice is developing constantly as social attitudes and legislation change. The Company will keep its policies under review and will implement changes where these could improve equality of opportunity. This commitment applies to all the Company's employment policies and procedures, not just those specifically connected with Equal Opportunities.