

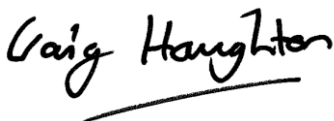
Equality & Dignity Policy

Overview

FixFirm is committed to equality of opportunity and recognises that it is in the interests of the company, as well as its employees, to promote a policy for equal opportunity in all aspects of employment. FixFirm considers all forms of discrimination in the workplace to be unacceptable.

Principles

- FixFirm is fully committed to providing equality of opportunity throughout employment including recruitment, training and development and promotion. No job applicant or employee will receive less favourable treatment than another on grounds such as; colour, race, nationality, ethnic or national origin, sex, age, religion or disability.
- FixFirm operate a culture of fairness, mutual respect and equal opportunity. We value the contribution of our staff and make efforts to help you balance work, life and family commitments. We want to see all our staff develop and have opportunities for training and progression.
- All staff are entitled to be treated with dignity, respect and courtesy in a workplace that is free from prejudice, bullying, harassment, victimisation or discrimination and to be valued for their skills and abilities. FixFirm understand the need for staff to balance personal and business needs. Our Dignity at Work Policy reflects this.
- Special attention is given to interviewing, selection, recruitment and training to ensure that there is effective implementation of Company policy. Promotion is based upon ability, merit and performance taking into account the future needs of FixFirm.
- FixFirm has taken steps to ensure that all employees are aware of the company policy in respect of equal opportunities by reference in the employee handbooks.
- All employees have a duty to assist FixFirm in ensuring that this policy is carried out in its entirety. Any allegations of unlawful discrimination will be treated seriously and dealt with confidentially in accordance with set procedures.



Craig Haughton
Managing Director