



EQUALITY DIVERSITY & INCLUSION (EDI)

The achievement of equality, diversity and inclusion is central in the company's mission as a provider of a quality passive fire protection.

We aim to create an organisation which recognises the contribution of all staff. We will be supportive, fair, just and free from discrimination. We want Checkmate to be regarded as an exemplary employer within the public and private sector, and believe that any modern organisation has to reflect all the communities and people it serves.

In the pursuit of our aims we seek to continually extend, improve and strive for excellence in the comprehensive range and quality of the services provided by the company. Management of EDI should be included as part of an effective management system which through clear communication will demonstrate an understanding of what fairness and respect really mean.

General Policy

Checkmate is committed to the provision of EdI for all and continues to formulate and implement policies and practices to this end.

In the provision of EDI, the company realises and accepts its responsibilities under the law. The policy also aims to reach beyond legislative boundaries to provide equality of opportunity regardless of age, colour, ethnic origin, family responsibility, gender, marital status, nationality, race, religion, belief, sexual orientation, trade union membership or non-membership, socio-economic status or disability.

Legislation provides minimum conformance standards of equality on the field of race, gender, and disability. We need to develop further and build upon these standards. We want to protect the rights of groups, which are not protected by explicit legislation.

Responsibility

Overall responsibility for EDI within the company lies with the CEO who is responsible for ensuring that the EDI policy is implemented with the management team as appropriate.

The CEO or a representative is responsible for taking any action on decisions relating to equal opportunities in relation to this policy.

The company will ensure that all staff and operatives are made aware of the EDI Policy. All employees and operatives of the company are responsible for ensuring that their actions are carried out in the terms of the general policy and codes of practice. They may be held personally accountable should any complaint arise. Every employee and operative has a responsibility in fulfilling and complying with this policy and code of practice.

Application

The general policy relates to all aspects of employment including advertisements, recruitment, selection, pay, terms & conditions of service, training, secondment, re-deployment, benefits, promotions, grievance and disciplinary procedures. The company will consider equal opportunities implications when entering into contractual relationships with other organisations such as tendered purchasing contracts and collaborative arrangements.

People not employed by the company but who are involved in the company's activities, such as visitors, clients and external contractors, and agency workers are expected to operate within the terms of the general policy.

The policy applies to the treatment of existing as well as potential employees.

Implementation

Consultation with staff will be a necessary part of implementing the general policy and the specific policies and procedures.



Staff and operatives will be informed of their responsibilities in relation to promotion and implementation of the EDI Policy and procedures during their induction to Checkmate and at various intervals during their employment.

Appropriate training through the staff induction programme will be provided to assist with implementation of the policy.

Checkmate will adopt the best EDI practice in the light of both internal and external research and experience.

Complaints

Any complaint made with regard to inequality shall be dealt with under the terms of the appropriate complaints procedure, bearing in mind the safeguarding of individuals.

A handwritten signature in blue ink, appearing to read "M Williams", with a large circular flourish at the end.

Authorised by Mark Williams, Chief Executive Officer

Reviewed: January 2020