

# ***EQUALITY, DIVERSITY AND INCLUSION POLICY***

## **1. Policy Statement**

### **1.1 Introduction**

Alltask Limited is committed to equality, diversity and inclusion in all aspects of the business including recruitment and employment/contracting. It expects that all staff will contribute to and actively support the business in working towards the elimination of discrimination and the promotion of equality, diversity and inclusion in terms of, employment opportunities and support for staff. This policy also encompasses differences such as culture, language, educational background, functional expertise and family circumstances.

We will not tolerate any prejudice or discrimination which undermines the dignity of its staff, workers, customers or others who are associated with Alltask, on any grounds (which includes gender, ethnicity, disability, age, religion and belief, sexual orientation, social or economic background).

### **1.2 Elimination of Discrimination**

Alltask Limited is committed to the eradication and elimination of discrimination on any basis. This may include on the grounds of gender, race, colour, ethnic origin, marital status, disability, age, sexual orientation, religious belief, social and economic background or any other factors not relevant to the individual's ability to work.

No job applicant, employee, worker or visitor will receive less favourable treatment on any of the above grounds nor will they be disadvantaged by conditions or requirements which have a disproportionately adverse effect on that person which cannot be shown to be justifiable other than on the grounds stated.

### **1.3 Recruitment and Advancement**

At Alltask Limited we value the skills and abilities of all employees and workers. Entry into the company and progression is determined solely by merit. Selection criteria and procedures will be reviewed to ensure that staff are selected, promoted and treated on the basis of their relevant merits and abilities and that no issues which are irrelevant to the needs of posts, as properly specified, are considered as part of selection or promotion processes.

### **1.4 Promotion of Equality, Diversity and Inclusion**

Alltask Limited is committed to the positive promotion of equality, diversity and inclusion and the establishment of a culture of equality, diversity and inclusion which goes beyond simple compliance with legislation. As part of the Alltask strategy to encourage collaborative relationships with its key subcontractors, consultants and suppliers, we will be responsible for ensuring that all our suppliers are aware of the Equality, Diversity and Inclusion Policy.

1.5 **Appropriate Conduct of Staff**

All members of staff have a responsibility to behave in a way that is not offensive to others and will be expected to conduct themselves with proper respect for others. This includes the reporting of any instances of bullying, harassment or discriminatory acts or practices. Mechanisms are in place to deal with overt acts of harassment and/or discrimination and deliberate failure to observe the requirements of this policy will be subject to disciplinary action.

1.6 **Equal Pay**

For the same work or work of equal value, all employees will receive the same rate of pay and benefits, regardless of any protected characteristics such as sex.

1.7 **Disability Adaptations**

Alltask Limited is fully committed to the provisions of the Equality Act 2010. The business will make all reasonable adjustments to the physical premises and practical working arrangements to ensure that those workers who are either disabled at the point of becoming employed by the company, or those who whilst employed, become disabled are able to work for the business without discrimination.

1.8 **Training**

All Alltask workers will be provided with basic training as to the content of this policy and the underlying legal framework (as modified from time to time) as part of their induction into the business prior to starting work. Managers who undertake interviews and selection of staff will undergo additional training on this area of law including non-discriminatory interview techniques.

1.9 **Responsibilities for Implementation and Monitoring**

The application, monitoring and implementation of the Alltask Equality, Diversity and Inclusion Policy and any supporting procedures is the specific responsibility of the Directors. The policy statement is to be reviewed annually and amended as necessary to comply with current legislation.

Signed:



Daniel Fincham CEO  
12th January 2023



Scott West Managing Director