

General Statement

Merlin Flex is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination.

The aim is for our workforce to be truly representative of all sections of society and for each employee to feel respected and able to give their best.

The organisation - in providing goods and/or services is also committed against unlawful discrimination of everyone.

The policy's purpose is to:

- a) provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time
- b) not unlawfully discriminate in accordance with the Equality Act 2010 protecting characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex and sexual orientation
- c) oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities

The organisation commits to:

- a) Encourage equality, diversity and inclusion in the workplace as they are good practice and make business sense
- b) Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.
- c) Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the organisation's work activities.

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public

Such acts will be dealt with as misconduct under the organisation's grievance & disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

This equality, diversity and inclusion policy is fully supported by all senior management.

Signed:  Mark Merifield (Managing Director)

Date: 5th Sep 2024

| Change History | | | |
|-----------------------|---|---------|------------|
| Change Number | Description of change(s) | Initial | Date |
| 1 | New document | MM | 08/02/2021 |
| 2 | Updated with digital signature & new logo | MM | 06/07/2021 |
| 3 | Reviewed & updated | MM | 05/09/2024 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |