

The Policy

The purpose of this policy is to provide diversity and equality to all workers, job applicants, clients and customers, irrespective of their gender, race, disability, age, nationality, ethnic or national origin, sexuality, religion or belief, marital status or social class.

Global Foods Limited will seek to create a working environment based on positive relations between members of different racial groups. Global Foods will consult with staff to provide training and support for a diverse working environment. The aim is to create a positive inclusive ethos where issues of racism, stereotyping and discrimination can be discussed openly with a shared commitment to challenge and prevent racism and discrimination, to respect diversity and difference, and to encourage good relations between people of different groups.

Global Foods Limited oppose all forms of unlawful and unfair discrimination.

All employees, whether part time, full time or temporary will be treated fairly and equally.

Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability.

Global Foods value a diverse customer base and the individuality and creativity that every worker potentially brings to the workforce. All employees will be helped and encouraged to develop their full potential. The talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.

Key Principles

Under the Race Relations Act 1976 (as amended by the Race Relations (Amendment) Act 2000), Global Foods has a general duty to have due regard for the need to:

- Eliminate unlawful race discrimination.
- Promote equality of opportunity.
- Promote good relations between people of different racial groups.

Under the Equal Pay Act 1970 (Equal Value Amendment 1984) Global Foods has a general duty to regard the need of:

- Requirement of equal treatment for men and women in the same employment.

Under the Disability Discrimination Act 1995 Global Foods has a general duty to regard the need of:

- Offer of employment, refusal to offer or deliberately not offer employment.
- Terms of employment.
- Opportunities for promotion, transfer, training or receiving benefit.
- Dismissal or subjecting the employee to any other detriment.

Under the Employment Equality (Religion or Belief)/(Sexual Orientation) Regulations 2003 Global Foods has a general duty to prohibit discrimination on the grounds of sexual orientation, perceived sexual orientation, religion or belief and age.

Global Foods also has specific duties to:

- Prepare and maintain a written diversity and equality policy.
- Assess the impact of its policies on employees.
- Monitor the recruitment and progress of staff by racial groups.

Structures

Global Foods Limited will seek to ensure that:

- Employees are aware of the Diversity and Equality Policy and the action needed for its implementation.
- Employees are aware of the value placed upon equal opportunity and that action will be taken in the event of any breach of the Policy.
- Employees have access to comprehensive information, which assists them to plan, implement and monitor actions to carry out their responsibilities under the Policy.

Global Foods will ensure all publicity materials present appropriate and positive messages about the diverse range of employee groups.

Monitoring

The monitoring process will be used to ensure that employees are treated equally in terms of promotion, staff development and grading through:

- Racial group profiles of employees by grade/salary scales and type of work.
- Job application rates.
- Selection success rates.
- Type of contract (permanent or temporary).
- Training/Staff development.
- Promotion application and success rates.
- Disciplinary/capability proceedings.
- Grievances.
- Exit surveys.

Responsibilities

Managers are responsible for ensuring that:

- Global Foods Limited strategic plan includes a commitment to race equality.
- Equality training forms part of the strategic plan.
- They receive and respond to the racial group monitoring information.
- The Management team take the lead in creating a positive, inclusive ethos that challenges racist or inappropriate behaviour on the part of managers, staff or customers.
- The procedures for the recruitment and promotion of staff enshrine best practice in equal opportunities.
- Appropriate training and development is provided to support the appreciation and understanding of diversity.

Employees are responsible for ensuring that:

- They are aware of Global Foods Limited statutory duties in relation to race legislation.
- Their activities demonstrate sensitivity to issues of cultural diversity.
- They challenge inappropriate behaviour between staff, outside contractors and customers.
- Global Foods and each of its employees confront racism, whether witting or unwitting, whenever it occurs.

Employees are to note that a joke is only a joke if the person on the receiving end thinks it is funny. Some people, often for good reason, are more sensitive than others to remarks about their colour, nationality or racial or ethnic origin; if it is apparent that so called jokes give rise to offence, the perpetrator is to desist and, if appropriate, apologise for any offence that may have been caused.

It is illegal (a criminal offence) to incite racial hatred and any employee who does so or participates in or condones any such action, will be subject to disciplinary action.

Publishing Our Policy & Progress

- All staff will receive a copy of this Policy. Copies of the Policy will be displayed at Global Foods Limited.
- The induction programme for new staff will highlight Global Foods commitment to diversity and equality.

Complaints

- Global Foods will seek to provide a supportive environment for those who make claims of discrimination or harassment.
- Act of discrimination (direct or indirect), harassment, victimisation or abuse will be treated as a serious disciplinary offence.
- Staff who feel are being discriminated against on racial grounds by other members of staff should raise the matter under the Grievance/Harassment procedure, which will, if the accusation is upheld, be treated as a serious disciplinary offence.
- If Global Foods employees suffer racial discrimination from members of the public, Global Foods will take appropriate action and provide support.

Review & Consultation

This Policy will be reviewed on an annual basis in accordance with legislative developments and the need for good practice.