Equal Opportunities Policy

Objective

To ensure that the talents and resources of employees are utilised to the full and that no job applicant or employee receives less favourable treatment on the grounds of gender, marital status, social class, colour, race, ethnic origin, creed or disability.

<u>Policy</u>

As an equal opportunities employer, TRAFALGAR CLEANING EQUIPMENT LTD will:

Fulfil its social responsibility towards its employees and the communities in which it operates.

Recognise its legal obligations under The Race Relations Act, The Sex Discrimination Act, The Equal Pay Act and The Disabled Persons Employment Act.

Seek to give all employees equal opportunity and encouragement to progress within the company by implementing a positive action programme.

Provide facilities for any employee who believes that inequitable treatment has been applied to him or her within the scope of this policy to raise the matter through the appropriate grievance procedure.

Provide within the action programme, to all employees, training which may improve their prospects within the company and which will enhance employees understanding of the need for an equal opportunity programme.

Signed For and on behalf of Trafalgar Cleaning Equipment