

EQUAL OPPORTUNITIES POLICY

Statement

Manchester Business Consortium wholeheartedly support the principle of equal opportunities in employment and opposes all forms of unlawful or unfair discrimination on the grounds of: a person's appearance, age, gender, colour, ethnic, national or regional origin, disability, status, HIV status, sexual orientation, family & marital circumstances, religious or political beliefs or any other similar distinction.

We believe that it is in our consortiums best interests, and those of all who work in them, to ensure that the human resources, talents and skills available through the community are considered when employment opportunities arise. To this end, within the framework of the law, we are committed, wherever practicable, to achieving and maintaining a workforce which broadly reflects the local community in which we operate.

Every possible step will be taken to ensure that individuals are treated equally and fairly and that decisions on recruitment, selection, training, promotion, and career management are based solely on objective and job related criteria.

Senior managers fully support this policy statement. All employees are responsible for playing their part in achieving its objectives.

Aims

1. This policy seeks to encourage an environment in which all individuals may contribute as fully as possible without fear of unfair and discriminatory attitudes and practices.
2. In order to ensure that there is a positive atmosphere, the Company will seek to create and sustain a welcoming environment for all staff, clients and partners associated with their operations.
3. The policy extends to:
 - a) Conduct of business at any venue
 - b) Conduct at its offices
 - c) Conduct of the Company as an employer
 - d) Conduct of all meetings and business being conducted under its auspices.

Principles

Discrimination, direct or indirect, based on a person's appearance, age, gender, colour, ethnic, national or regional origin, disability, status, HIV status, sexual orientation, family & marital circumstances, religious or political beliefs or any other similar distinction is unacceptable and will not be tolerated.

Implementation

In order to put this policy of equal opportunities into practise in the day to day operation of the business we are committed to:

- monitoring the existing workforce, and the application and effects of the policy;
- examining and reviewing existing procedures for recruitment, selection, promotion and training;
- maintaining mechanisms for resolving grievances about unfair discrimination and harassment;
- identifying any scope for using lawful positive action, training and encouragement, and then put the necessary arrangements in hand;
- reviewing the policy on a regular basis;
- due regard given to relevant Acts, Regulations and Codes of Practice;
- The Company recognises the importance of honouring religious and cultural obligations for all employees, and will meet requests (i.e. changes in working hours, dress etc wherever possible, within existing conditions of service;
- The Company will continue to outlaw all discriminatory material and ensure that discriminatory language is not used within our publications and offices.

Personnel Issues

Employees must not victimise any person who has complained of harassment of unfair discrimination, or who has given information in connection with such a complaint.

The Company regards discrimination in all its forms as unacceptable. Acts of direct discrimination or harassment may be dealt with under the company's disciplinary procedures, and may be classified as gross misconduct if the case is sufficiently serious. This may also be the case with indirect discrimination where the person responsible continues to apply a discriminatory condition after being made aware of its effect.

The Company will not discriminate when determining suitability for recruitment promotion, training or transfer for any post, and will not use any form of discrimination when seeking grounds for a dismissal.

Recruitment and Selection

The Company will strive to become an equal opportunities employer. No applicant will be treated less favourably than another on the grounds of a person's appearance, age, gender, colour, ethnic, national or regional origin, disability, status, HIV status, sexual orientation, family & marital circumstances, religious or political beliefs or any other similar distinction. All job specifications will be based on the needs of the specific tasks and not artificially prohibitive by qualifications and requirement not directly related, thus helping to ensure the principles of the best person for the job.

The Company will positively welcome all applications, including those from groups which are currently under represented.

The Company will operate within the regulations of the Disability Discrimination Act with due regard to reasonable adjustments and provision available via the Governments various initiatives such as Access to Work. It will be common practice for the Company to advertise vacancies within the Company as well as elsewhere. Applications are considered on set criteria set down in a job description for every job within the Company. All staff are able to apply for any of the positions which are advertised.

Appropriate Training of Employees

All employees would be made aware of the need to avoid discrimination. The Company will ensure that all employees who are responsible for recruitment or selection for promotion, training or other benefits, are properly instructed on how to apply an equal opportunities policy.

Employees with managerial responsibility over other workers would be trained to deal with discrimination and, in particular, made aware that it is unlawful to instruct other employees to discriminate.

There would be training on how to recognise the more subtle form of discrimination particularly indirect discrimination. It is also important that employees are trained in how to deal sensitively with complaints of discrimination.

Signed...

A handwritten signature in black ink that reads "Richard Nash". The signature is written in a cursive style with a large initial 'R'.

Director

August 1st 2006