



Equal Opportunities Policy

December 2017 (To be reviewed December 2018)



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1. Purpose

The purpose of this policy is to demonstrate that Premier Advisory Group (PAG) oppose to all forms of unlawful and unfair discrimination and actively work to promote equality and diversity among our workforce.

All staff have a duty to act in accordance with this policy. To treat colleagues with dignity at all times, and to not discriminate against or harass other members of staff, regardless of their status.

2. Scope

This policy applies to all aspects of our relations between staff members at all levels. This policy applies to all managers and employees (whether permanent, fixed -term or temporary), consultants, contractors, seconded staff, casual workers and agency staff, volunteers, interns, agents, or any other person associated with us, or any of our subsidiaries or their employees, wherever located (collectively referred to as staff or employees in this policy).

The policy is available to all members of staff should it be requested/needed.

3. Policy Statement

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.

PAG intends to maintain the following commitments to:

- Provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time
- Not unlawfully discriminate because of the Equality Act 2010 protected characteristics of age, disability, gender, marriage and civil partnership, pregnancy and maternity, race, religion or belief, and sexual orientation

- Not unlawfully indirectly discriminate, such as apply a practice, policy or rule which applies to everyone in the same way, but it has a worse effect on some people than others
- Train all staff on their rights and responsibilities in regard to equal opportunities
- Make opportunities for staff training and development to encourage all staff to reach their full potential
- Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by all staff and any others affected by the companies activities and ensure appropriate action is taken.

PAG encourages:

- Equality and diversity in the workplace
- A working environment that is free of harassment, victimisation and bullying
- All staff to promote an environment of dignity and respect for all, where individual differences are valued

All staff should understand that, as well as their employer they can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination

4. Related policies and procedures

- Safer Recruitment policy
- Social value policy
- Lone worker policy

5. Who is responsible for the policy?

The Directors have overall responsibility for ensuring this policy complies with our legal and ethical obligations, and that all those under our control comply with it. The Managing Director has primary and day-to-day responsibility for implementing this policy and for dealing with any queries on its interpretation. It is the responsibility of all Managers and Supervisors and staff to ensure that they are familiar with the equal opportunities, and that they follow them accordingly.

6. Date and frequency of review

This policy is to be reviewed annually. The next review is due in December 2018.

If you have any concerns or queries in relation to this policy or your obligations, please make these known to PAG's Managing Director, Tom Legge.

