



## Equal Opportunities Policy

### About Us

We are Dorabridge Design and Build Limited, a company incorporated in England and Wales (01477948), and our registered office address is: Hinkley House, Ashford Road, Badlesmere Lees, Faversham, Kent. ME13 0NX.

This policy applies equally to all employees (including agency staff), at all branches and places of work at which we operate. This policy may be amended at any time.

### The Policy

- Dorabridge Design & Build Limited (herein "The Company", "we", "us") recognise that everyone has a contribution to make to our society and a right to equal opportunity.
- No job applicant, employee, member, volunteer, organisation, company or individual to which we provide services will be discriminated against by us on the grounds of:
  - gender (including sex, marriage, gender re-assignment);
  - race (including ethnic origin, colour, nationality and national origin);
  - disability;
  - sexual orientation;
  - religion or belief;
  - age.
- We aim to promote equal opportunities, eliminate discrimination and eliminate harassment through the following:
  - Opposing all forms of unlawful and unfair discrimination;
  - All employees, part-time, full-time or temporary, will be treated equally, fairly and with respect;
  - All vacancies will be advertised internally and externally simultaneously and will include a statement on equal opportunities;
  - Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. All selection/rejection decisions will be recorded.
- All employees will be helped and encouraged to develop their full potential and the talents and resources of individuals will be fully utilised to maximise the efficiency of the company.
- All employees have a legal and moral obligation not to discriminate and to report incidents of discrimination against any individual or group of individuals to the Managing Director (Stephen Burt). <sup>[1]</sup><sub>[2]</sub>

### Our commitment is:

- To create an environment in which individual differences and the contributions of all our



staff, volunteers, members and beneficiaries are recognised and valued.

- Every employee, volunteer, member and beneficiary is entitled to be part of an environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- Training, development and progression opportunities are available to all staff.
- Equality is good management practice and makes sound sense. Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings.
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**Signed:**

**Date:**

01 February 2024

**Name:**

S.W.Burt

**Position**

Managing Director

## Contacting Us

Any questions, concerns, requests and comments regarding this Policy should be addressed to:

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Strood,  
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