PARARAIL
SINGLE SOURCE SOLUTIONS

EQUAL OPPORTUNITIES POLICY

ParaRail Limited is committed to establishing and maintaining an environment that actively promotes equality of opportunity in all aspects of employment, training and education and to allocate appropriate resources to achieve this policy.

Introduction

The purpose of this policy is to ensure that every member of staff at ParaRail Limited, regardless of race, marital status, gender, disability, religion, culture, nationality, age or sexual orientation, in all dealings with others is seen, treated and recognised according to his or her individual merits without prejudice, and that unlawful discrimination does not take place. Particular attention is paid to the areas of:

- **Recruitment advertising:** Vacancies will be advertised in the most appropriate medium and will be open to both internal and external candidates. Affirmative action may be used where a specific element of the workforce is under-represented in certain areas within ParaRail Limited.
- **Selection:** Selection will be made according to skills, experience and the needs of the job.
- **Appraisal:** All staff are appraised on the basis of their abilities and behaviour, directly linked to the needs of the job.
- **Promotion:** Staff will be promoted according to their skills and potential as they relate to the needs of the organisation.
- **Training:** All staff have equal access to training and development opportunities

Harassment & Bullying

Harassment (which includes bullying) is unwanted and distressing behaviour, which the recipient (or others) finds intimidating, embarrassing, humiliating or offensive. It is not justified by the working / professional relationship and has a detrimental effect on the working and learning environment. ParaRail Limited will not tolerate harassment or bullying and will take steps to ensure that it does not occur.

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Anthony Saunders
Managing Director

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