



## Equality and Diversity Policy

Embracing equality has been central to the way we deliver services. KpH Group aim is to promote a safe, supportive and welcoming workplace with values, respect and diversity so people can achieve maximum potential. Considering the needs of our employees and customers in the decisions we have to make as an organisation is vital.

### Maintaining a Corporate and Professional Commitment to Equality Issues

We aim to review our Equality scheme annually to ensure that the goals we have set using our action plan at the beginning of the year continue to be relevant priorities for us both as an employer and a service provider.

Having discussions with our clients about our current scheme helps to identify a number of areas where updates need to be made. These updates will be concluded in our action plan.

Equality within our organisation continues to start from the top with our Managing Director identified as the corporate leader for Equality. Senior Managers are informed on any equality implications with reports being presented.

Senior Managers also have the responsibility for overseeing activities and progress in regards to equality. Legislative changes are kept up to date in order to ensure best practice which has an effect on our organisation, employees and our customers.

Every employee is required to adhere to our policy and rules relating to equal opportunity. Any breaches of this policy are dealt with through the disciplinary procedure.

A requirement is placed on our contractors to follow our equality principles and values in order to prove they are demonstrating to us they are meeting the requirements that we have set out.

### Training

As an organisation we recognise that training and raising awareness is vital to ensure that our employees understand our Equality principles and that this is reflected in their behaviour.

We ensure all members of staff receive basic training on Equality and Diversity which covers both legal obligations and good practice.

All employees undertake this training on their first week with the company and as a minimum of every 3 years after this. The training provides an overview of the rules and legislation surrounding Equality and Diversity.

Signed for KpH Group Limited:

<b>Mr Kevin Potter</b> Managing Director	
<b>Date:</b>	01/08/2018