

Draft



## Equal Opportunity Policy for staff

### 1. Scope

This policy applies to all staff employed by TACTRAN (Tayside and Central Scotland Transport Partnership). It is designed to ensure that employees are dealt with fairly and consistently.

### 2. Aim of the document

TACTRAN welcomes diversity amongst its staff recognising the particular contributions to the achievement of its objectives that can be made by individuals from a wide range of backgrounds and experiences. It aims to:

- Promote equality of access and treatment within the organisation regardless of race, religion, gender, disability, marital status, social class, age or sexual preference.
- To challenge all forms of unlawful direct and indirect discrimination
- To ensure that individuals are treated equally and where appropriate by positive action in regard to the disadvantaged
- To ensure that the talents and skills of all individuals are utilised to the full.

### 3. General standards

In fulfilling its commitment to its policy TACTRAN will:

- Communicate to all staff the Equal Opportunities Policy
- Ensure all employees are made aware that they have a personal responsibility to create and maintain an environment in which the individual is respected and each employee is accountable for their own behaviour
- Work to ensure that equality of opportunity is considered in all activities, for example in employing staff
- Ensure that all written materials reflect TACTRAN's commitment to the equality of opportunity
- Not tolerate any acts of discrimination or harassment by staff, whether they are carried out intentionally or not and deal with such acts under its disciplinary procedures.

### 4. Responsibility

Ultimate responsibility for ensuring that all staff of TACTRAN adhere to this policy lies with the Partnership Director. However, all staff have an obligation to ensure fair and equal treatment and that everyone's contribution is valued and treated purely on their merits.

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