

# Equality, Diversity and Inclusion Policy

**General**

MPI Limited (MPI) is committed to encouraging equality, diversity and inclusion among its workforce to create an environment that is free of bullying, harassment, victimisation and unlawful discrimination, where dignity and respect for all is promoted and where individual differences and the contributions of all staff are recognised and valued.

MPI is determined to provide equality, fairness and respect for all in its employment, whether temporary, part-time or full-time and for its customers, suppliers and the public.

**Scope**

MPI shall not unlawfully discriminate and will treat all employees, workers and job applicants fairly and equally regardless of their sex, sexual orientation, marital or civil partnership status, race, colour, nationality, ethnic or national origin, religion or belief, gender reassignment, age, disability, pregnancy, maternity or paternity, or any other group that have traditionally been marginalised in society.

This policy applies to selection, promotion, training or other developmental opportunities, terms and conditions of employment, pay and benefits, parental leave, requests for flexible working, dealing with grievances and discipline, dismissal, redundancy, and every other aspect of employment.

**Responsibility**

Overall responsibility for EDI within MPI lies with the Operations Managing Director, who is responsible for ensuring that the policy is effectively implemented throughout MPI.

All members of staff are responsible for helping MPI provide equal opportunities in employment, and preventing bullying, harassment, victimisation and unlawful discrimination in all their dealings with whom they come into contact within the course of their employment.

All staff should understand they, as well as MPI, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination against fellow employees.

**Implementation**

This equality, diversity and inclusion policy is fully supported by the senior leadership team.

MPI will take every step to encourage equality, diversity and inclusion in the workplace as they are good practice and make business sense.

MPI is committed, wherever practicable, to ensuring that the resources, talents and skills available throughout the community are considered when employment opportunities arise and to maintaining a workforce that broadly reflects the community.

Decisions concerning staff will be taken using objective criteria and shall be based on merit.

Opportunities for training, development and progress will be made available to all staff, who will be helped and encouraged to develop their full potential, so their talents and resources can be fully utilised to maximise the efficiency of the company.

MPI shall review its EDI policy, practices and procedures when necessary to ensure fairness, and update them to meet any changes in the law.

Monitor the make-up of its workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion and in meeting the aims set out in this policy.

**Complaints**

MPI will take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of its work activities.

Such acts will be dealt with as misconduct under MPI’s grievance and/or disciplinary procedures, and appropriate action will be taken.

Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

**Issue:** 3 **Approved by**: E. Pearson Chairperson

**Reviewed:** 10 June 2024 Edward Pearson