

RAFTS EQUAL OPPORTUNITIES STATEMENT

Date approved by Board	24 February 2011
Review date	February 2012
Implementation date	24 February 2011
Responsibility for monitoring and review of policy	Operations Director

- **Purpose**

This statement sets out the commitment of the Rivers and Fisheries Trusts of Scotland (RAFTS) to the provision of equal opportunities to current and prospective staff. It applies to RAFTS as registered as a Scottish Charity (SC 031021) and a Scottish Company (SC 370242) from commencement of trading as a company on 01 January 2010.

- **Statement**

RAFTS recognise that everyone has a contribution to make to our society and a right to equal opportunity. It is the policy of RAFTS to treat all employees and job applicants fairly and equally regardless of their sex, sexual orientation, marital status, race, colour, nationality, ethnic or national origin, religion, age, disability or union membership status. No job applicant or employee, member, volunteer or organisation/individual to which we provide services will be discriminated against by us on the above grounds.

Furthermore RAFTS will ensure that no requirement or condition will be imposed without justification which could disadvantage individuals purely on any of the above grounds.

In general, this policy applies to recruitment and selection, terms and conditions of employment including pay, promotion, training, transfer and every other aspect of employment.

Specifically, RAFTS states that:

- All employees (whether part-time, full-time or temporary), volunteers, members, and beneficiaries will be treated fairly and with respect.
- All vacancies will be advertised internally and externally simultaneously and will include a statement on equal opportunities.
- Selection for employment/volunteering, promotion, training or any other benefit will be on the basis of aptitude and ability. All selection/rejection decisions will be recorded.
- All employees/volunteers/members 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 organisation.
- All employees/volunteers/members have a legal and moral obligation not to discriminate and to report incidents of discrimination against any individual or group of individuals to the RAFTS Board

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. (See RAFTS Bullying & Harassment Statement).
- Training, development and progression opportunities are available to all staff/volunteers.
- 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 or membership disqualification.

- **Procedures**

RAFTS will regularly review its procedures and selection criteria to ensure that individuals are selected, promoted and otherwise treated according to their relevant individual abilities and merits. The successful implementation of this policy depends on the awareness and commitment of all staff, volunteers and members of the RAFTS Board. Hence, all new staff, volunteers, and members of the RAFTS Board will be made aware of its existence and on

joining the organisation, and reminded they must conform with it on a regular basis.

- **Implementation**

RAFTS is committed to the implementation of this policy and to a programme of action to ensure that the policy is, and continues to be, fully effective. The overall responsibility for the policy lies with The Company Secretary and shall be overseen by the Board of Directors. However, all staff are required to comply with the provisions of the policy and statement and act in accordance with its objectives so as to remove any barriers to equal opportunity.

Any act of discrimination by employees or any failure to comply with the terms of the policy will result in disciplinary action as determined by the Board of Directors.

RAFTS

February 2011