

CGDT EQUAL OPPORTUNITIES POLICY

CGDT is committed to an active Equal Opportunities Policy from recruitment and selection, through training and development, staff appraisal and community engagement. The policy applies to staff, directors and community.

We promote an environment free from discrimination, harassment and victimisation where everyone will receive equal treatment regardless of:

- Age
- Religion or belief
- Ethnic or national origin
- Marital or civil partner status
- Hours of work
- Sexual orientation
- Race
- Gender
- Disability
- Colour
- Gender reassignment
- Nationality
- Pregnancy/maternity

Any decisions relating to employment practices will be objective, free from bias and based solely upon work criteria and individual performance. We are responsive to the needs of our staff and the community at large. We are an organisation which uses everyone's talents and abilities and where diversity is valued.

MONITORING AND REVIEW

CGDT will monitor recruitment and selection processes for the purposes of this policy. Applicants will be asked to complete an Equal Opportunities Questionnaire (EO 01). These must be evaluated by the chair of the interview panel at the end of every recruitment process and any issues identified as having implications for future best practice must be raised during the report of the recruitment process to the board of directors. Outcome will be recorded on Form EO 02 and filed as a paper format in the EO folder in the Colintraive Office and in electronic format on the CGDT hard drive.

The composition of the CGDT board of directors must be evaluated annually with regard to equal opportunities. Diversity imbalance will be identified and opportunities for improving diversity considered, recorded (EO 03), and filed in the EO folder in the Colintraive Office and in electronic format on the CGDT hard drive.