

EQUALITY & DIVERSITY POLICY

A) INTRODUCTION

Our vision is for the company to be a successful, caring and welcoming place for staff. We want to create a supportive and inclusive environment where our staff can reach their full potential without prejudice and discrimination. We are committed to a culture where respect and understanding is fostered and the diversity of people's backgrounds and circumstances will be positively valued.

This Policy will help us to achieve this vision.

B) LEGAL RESPONSIBILITIES

The rights of our staff with regards to discrimination are protected by anti-discrimination legislation. By adopting this Policy, we accept our responsibility to ensure that discrimination does not take place and that everyone is treated fairly and equally.

C) AIM

The aim of this Policy is to achieve equality of care experience by removing any potential discrimination in the way that our staff are cared for and treated by the company, including:

- people with disabilities
- people of different sexual orientations
- transgendered and transsexual people
- people of different races
- people on the grounds of their sex
- people of faith and of no faith
- people in relation to their age
- people in relation to their social class or medical condition
- people who work part-time
- people who are married or in a civil partnership
- women who are pregnant, have recently given birth or are breastfeeding

D) PUTTING THIS POLICY INTO PRACTICE

We aim to develop and support equality and diversity measures by:

- Providing staff with information in a variety of languages, if required
- Providing services that are accessible to staff with disabilities
- Involving staff in the design of our service



 Responding positively to the diverse needs and experiences of our staff and the community even when those needs are challenging to deal with

E) COMMENTS AND CONCERNS

If you believe you have been treated in any way contrary to this Policy or you have any comments on how we can ensure that it works better, please contact the Managing Director. We will investigate your concerns and take appropriate action.

F) MONITORING AND REVIEW

We will monitor the effectiveness of this Policy and the impact on all other relevant policies and practice. This review will happen when necessary and as a minimum annually.

Simon Mitchell

Managing Director

Citi Bank, Bank code: 2600 Swift/BIC: CITICZPX EUR Acc. no.: 2530440301 IBAN: CZ5626000000002530440301