

# Race Relations Policy Statement

CW Surfacing Ltd believes that its work force should reflect the mix of cultures in the community and that all groups within that community should have equal share of the company's employment opportunities, regardless of colour, race or creed.

Many groups of people face special difficulties in the employment field. CW Surfacing Ltd will pursue a programme of positive action to assist these people to overcome their disadvantaged positions and compete more fairly for the limited opportunities which exist for employment, training and promotion, for some minority groups. Special attention to priority groups will generally benefit the CW Surfacing Ltd work force as a whole.

## Recruitment

Procedures will ensure that qualification; skills and previous experience are called for only where it is really necessary to do the job. It is not enough just to say, "We do not discriminate". Staff are instructed to ensure that the Race Relations Policy is carried out fairly and conscientiously. Affirmative action to promote special interests may be initiated by the company if considered necessary.

## Advertising

Advertisements for positions placed by the company in newspapers, periodicals or internal advertising will state that the company is an "Equal Opportunities Employer" and encourage members of minority groups to apply.

## Monitoring

CW Surfacing Ltd will examine all its workplaces from time to time to ensure that no materials of a racial nature are in evidence. It should be determined during meetings with members of the workforce whether they have suffered any racial discrimination from other members of staff or if they believe that any work delegation or instructions have been influenced by racial discrimination. Managers and Supervisors are encouraged to take action in eliminating any racial harassment at work. This can include both physical and verbal abuse. Operatives can report direct to the Managing Director, any complaints or grievances under this heading. The Managing Director will organise training on racial awareness, as felt appropriate

## Disciplinary

All personnel are to be made aware that contravention of these procedures will lead to disciplinary action being taken against them with the possibility of dismissal for repeated offences. All race relation's policy imperatives will be carried out in a non-combative manner with encouragement and motivation as its driving force within the company.

Policy Authorised By



Luke Wenham, Director

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