



AMIGOS WORDLWIDE EQUAL OPPORTUNITIES POLICY STATEMENT

This equal opportunities statement and equal opportunities policy reflect both the mission and purpose of and the spirit and intentions of legislation which outlaws discrimination.

AMIGOS WORDLWIDE strives to be an equal opportunities employer. To achieve this goal AMIGOS WORDLWIDE seeks to recruit, select, train and promote staff in a way that does not discriminate against anyone on the grounds of age, sex, marital status, colour, race, ethnic background, disability or any other grounds that are unjustifiable.

AMIGOS WORDLWIDE will not unlawfully discriminate or subject any individual (job applicant or staff member) to less favourable treatment.

AMIGOS WORDLWIDE aims to ensure that all people are given equal opportunity to enter employment. Where a person with a disability AMIGOS WORDLWIDE will fully consider making reasonable adjustments to working practices, equipment and premises to ensure that person is not put at a substantial disadvantage due to having a disability. In addition, if a staff member incurs a disability in the course of his or her employment, every effort will be made through reasonable adjustment, retraining or redeployment to enable him/her to remain in the employment of AMIGOS WORDLWIDE.

After taking into account any genuine occupational requirement, entry into employment and promotion or change of post within AMIGOS WORDLWIDE is determined by personal merit and ability, relevant to the mission and purpose of AMIGOS WORDLWIDE.

It is the responsibility of every individual, both staff and volunteer, to eliminate discrimination by ensuring the practical application of the equal opportunities policy and reporting concerns about any possible breach of this policy to the trustees.

All allegations of discrimination (including harassment) will be treated seriously. Any unlawful discrimination is totally unacceptable to AMIGOS WORDLWIDE and perpetrators will face disciplinary action.

Reviewed March 2022

Next Review March 2025