

## Unitron Systems & Development Limited Employment Policy



Unitron Systems and Development operates under a strict equal opportunities policy.

Unitron Systems and Development is fully committed to the principle of equal opportunities in recruitment and employment and opposes all forms of unlawful or unfair discrimination including those on the grounds of:

- age
- disability
- ethnic or national origin
- HIV status
- marital status
- nationality (including citizenship)
- sexual orientation
- race
- religion
- sex

Unitron Systems and Development aims to treat all employees with dignity and respect and provide an environment free from all discrimination. It will conduct its affairs at all times in a manner that is consistent with this aim.

Every possible step will be taken to ensure that employees and job applicants are treated equally and fairly and that decisions on recruitment, selection, training, promotion, pay and career management are based solely on objective and job related criteria.

Individual employees, at all levels are responsible for ensuring that their own conduct, in the exercise of Unitron Systems and Development's affairs, is consistent with this equal opportunities policy. In particular they must not:

- discriminate against colleagues, other employees or job applicants, or harass them;
- induce, or attempt to induce, other employees to practice unlawful discrimination;
- Victimise individuals who have made allegations or complaints of discrimination, or provided information about such discrimination.

Management and supervisors at all levels are expected to set an example in non-discriminatory behavior and to ensure, as far as reasonably practicable, that employees act in accordance with this policy.

Unitron Systems and Development will treat seriously any breaches of this policy and all instances of actual, or alleged inappropriate behavior, will be fully investigated and may be subject to Unitron Systems and Development's disciplinary procedures.

In order to achieve effective implementation of the policy, Unitron Systems and Development will ensure that this Policy Statement is brought to the attention of all employees.