

Richard Dimpleby Cancer Fund

Registered Charity No. 247558

People and Diversity

The Richard Dimpleby Cancer Fund recognises and values people's differences and will assist them to use their talents to reach their full potential.

The organisation will do all it can to ensure it recruits, trains and promotes people based on qualifications, experience and abilities for all roles within the organisation.

This policy is designed to ensure that *The Richard Dimpleby Cancer Fund* complies with its obligations under equality legislation and demonstrates our commitment to treating people equally and fairly.

The Richard Dimpleby Cancer Fund is unreservedly opposed to any form of discrimination on the grounds of age, disability, gender reassignment, marriage or civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation (defined as Protected Characteristics).

Using fair and objective employment practices, the organisation aims to ensure that

- All employees and potential employees are treated fairly and with respect at all stages of their employment.
- All employees (volunteers/service users) have the right to be free from harassment and bullying of any description, or any other form of unwanted behaviour. Such behaviour may come from other employees or by people (third parties) who are not employees of (insert name of organisation), such as customers or clients.
- All employees (volunteers/service users) have an equal chance to contribute and to achieve their potential, irrespective of any defining feature that may give rise to unfair discrimination.
- All employees (volunteers/service users) have the right to be free from discrimination because they associate with another person who possesses a Protected Characteristic or because others perceive that they have a particular Protected Characteristic, even if they do not.

The policy applies to all staff, volunteers and representatives of *The Richard Dimpleby Cancer Fund*.

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The policy applies to all stages of employment including recruitment and selection, promotion and training.

As an organisation, we value the variety of different views, outlooks and approaches that a diverse workforce bring. This assists us to provide improved services and increase our understanding of our service users/clients.

We will do all we can to ensure no one will receive less favourable treatment or is to be disadvantaged by requirements or conditions, which cannot be shown to be justifiable.

Employees and volunteers (including trustees) of *The Richard Dimpleby Cancer Fund* have a duty to act within this policy, ensure it is followed and to draw attention to any suspected discriminatory acts or practices.

Responsibility for promoting awareness of this policy and monitoring that it is being followed rests with the Director.

Breaches of the Equality and Diversity Policy

Breaches of this policy by employees may be dealt with under the terms of the Grievance policy.

Breaches of the Equality and Diversity Policy by volunteers (including Trustees) will be dealt with directly by the Director, and the Chair if it involves a Trustee.

Employees, volunteers and trustees are also personally liable under equality legislation for any act of unlawful discrimination.

All staff, trustees and volunteers will be involved in creating an equality environment and one that values diversity.

In selecting our partners we will consider their commitment to Equality and Diversity.

The Richard Dimpleby Cancer Fund will endeavour that all publicity materials (print, press and broadcast) are fully representative and non-biased in terms of age, disability, gender, race, religion or belief, sex and sexual orientation (defined as Protected Characteristics).

Employees who feel that they have suffered any form of discrimination should raise the issue through the Grievance Procedure.

Volunteers who feel that they have suffered any form of discrimination should raise the issue through the Director or senior staff member (whichever is most appropriate).

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Service users who feel that they have suffered any form of discrimination should raise the issue through the Director or senior staff member (whichever is most appropriate).

Employees/volunteers/service should also use this approach if they feel that they been the subject of harassment from someone who is not an employee of *The Richard Dimpleby Cancer Fund*. *The Richard Dimpleby Cancer Fund* will not tolerate any harassment from third parties towards its employees/volunteers/service users and will take appropriate action to prevent it happening again.

If an employee/volunteer/service user witnesses behaviour that they find offensive in relation to age, marriage or civil partnership, pregnancy and maternity, disability, gender reassignment, race, religion or belief, sex and sexual orientation, even if it is not directed at them they should also use this procedure.

The policy may be reviewed if legislation changes or if monitoring information suggests that policy or practices should be altered.