

Equal Opportunities Policy

Craig Stephen Photographers is a professional photography company, established in 2009 and based in Perth, Scotland.

Although operating as a sole trader at the moment I have an equal opportunities policy ready for the future, when my company expands and I am able to employ staff.

I will aim to encourage, value and manage diversity in all areas of my business and to be an equal opportunities employer. I will be committed to providing equality for all and will make a real effort to employ people that are representative of the local community by advertising widely, and by monitoring the ethnicity of job applicants and working to remove real or perceived barriers to under represented groups in society.

I do not accept discrimination on the grounds of gender, sex, marital status or gender re-assignment. Nor will I tolerate discrimination on the grounds of race, ethnic origin, colour, nationality, national origin, religion or belief, age or disability.

I will not tolerate victimisation, discrimination or harassment in any form and I will make it clear any instance will be investigated and could result in dismissal.

I believe that everyone should be treated fairly and on their own merit and ability. This policy will be the ethos of my selection procedure and applies to promotion and training and to dismissal and discipline. Selection criteria and procedures will be reviewed regularly to ensure that individuals are treated on the basis of their relevant merits and abilities.

I will ensure that all my clients and suppliers understand my ethos and I will make it clear that fair treatment is expected for all and should be maintained.

I, Craig Stephen Photographers, will be responsible for this policy and for its implementation and for investigating any instances of discrimination.

Signed



**For Craig Stephen Photographers
1st January 2017**