



Diversity and Equality Policy

HR 3

Policy Statement

The success of our business relies upon our attracting and retaining people from the widest possible backgrounds with the widest, most diverse range of attitudes, opinions and beliefs. It is only through diversity that we can ensure we continue to offer creativity, innovation and distinctiveness in our on-screen programming.

In everything we do we seek to respect people for who they are, not what they are. We judge people only for the way they do their job and for what they can contribute. We aim to foster an environment in which everyone feels free to contribute without fear and to maximise their potential without unfair impediment.

Scope

Anyone working for or with the Channel.

General Principles

We promote equality and fairness of treatment by :

- Ensuring that the range of our employment policies and practices operate with these principles and are designed such that unfair discrimination does not occur at any stage of a person's relationship with the Channel.
- Communicating our policy to all applicants, employees, agency workers, freelancers and third parties working on our behalf (such as recruitment and temporary staff agencies).
- Advertising vacancies across a range of media to ensure that we receive applications from the widest cross-section of the community
- Developing and monitoring progress against benchmarks and targets
- Dealing promptly with complaints or grievances
- Raising awareness and providing appropriate equality-related training and/or education
- We do not operate a policy of positive discrimination. However we will consider special measures to support training and development of individuals from backgrounds where:
 - we have identified them as being under-represented and
 - where such training and development will assist us in being able to employ individuals who would otherwise be at an unfair disadvantage for cultural or social reasons.

Rights and Responsibilities

People have the right not to be discriminated against for any reasons unrelated to their ability to do

their job.

Everyone working at the Channel has a responsibility to ensure that their behaviour does not unfairly discriminate against or offend someone else. If in doubt about what constitutes appropriate behaviour, people should seek advice and guidance from their line manager or HR contact.

Managers and supervisors have an additional responsibility for:

- Promoting equality in the workplace
- Dealing promptly with any complaints or grievances and instigating disciplinary action where necessary
- Not tolerating unfair discrimination in any form, from any employee or a third party who could affect an employee in their work
- Review local practices and procedures regularly to ensure that they don't unfairly discriminate
- Ensure that an individual is not victimised or treated less favourably due to involvement in a complaint

Other References: [Grievance Policy](#), [Grievance Procedure](#), [Dignity at Work Policy](#)

Last Updated: May 2005