

Equal Opportunities Policy



The KLM Partnership (KLM) aims to be an equal opportunity employer, and has a policy for this purpose.

This policy covers all aspects of employment, from vacancy advertisement, selection recruitment and training to conditions of service and reasons for terminations of employment.

The policy also applies equally to the treatment of our customers/clients. Staff involved in recruitment in particular should request training if they have any doubt about the application of this policy.

To ensure that this policy is operating effectively (and for no other purpose) KLM maintains records of employees and applicant's racial origin, gender and disability.

On going monitoring and regular analysis of such records provide the basis for appropriate action to eliminate unlawful direct and indirect discrimination and promote equality of opportunity.

The Practice's long term aim is that the composition of our workforce should reflect that of the community. Timetabled targets will be set for groups in the community that are identified as being underrepresented in the workforce. Where necessary, special steps, as permitted by the relevant Acts of Parliament, will be taken to help disadvantaged and/or underrepresented groups to compete for jobs on a genuine basis of equality.

The Practice's EOEP, and the measures to implement it, have been devised on the basis of advice from the relevant bodies as well as in consultation with appropriate union and/or employee representatives.

The Practice's General Managing Partner, J M Low is responsible for the effective operations of the Partnership's EOEP.

Every Partner and employee has a personal responsibility for the implementation of the policy. Any instance of doubt about the application of the policy, or other questions, should be addressed to the General Managing Partner or individual Office Managing Partner, as should any request for special training.

A copy of the EOEP is available from each office's Managing Partner.

Signed

Date

General Managing Partner