



## Equal Opportunities Policy

TTS FM is committed to equal opportunities for all, and works hard to ensure that everyone is treated equally and fairly in accordance with the sections within the equality act of 2010. We encourage a working environment where everyone can contribute as fully as possible without fear of being discriminated against. We aim to get rid of all forms of discrimination that exist, including positive discrimination, involved within the work place and venues in which our employees are based, and to raise awareness within TTS FM and venues at which we work. We will try, wherever possible, to create a welcoming environment for everyone who is employed by TTS FM and also to any party whom use TTS FM personnel or services.

This policy aims to provide equal opportunity for everyone. Contained within this document are our policies to prevent employees being disadvantaged on the ground of the following:

- Ability or Disability (Section 6 – Equality Act 2010)
- Marital Status (Section 8 – Equality Act 2010)
- Age (Section 5 – Equality Act 2010)
- Gender, sexism and transgender (Section 7 – Equality Act 2010)
- Nationality and Language (Section 9 – Equality Act 2010)
- Physical appearance
- HIV Status
- Religious Belief (Section 10 – Equality Act 2010)
- Sexuality (Section 12 – Equality Act 2010)
- Any other factors

We are committed to this policy of equal opportunity so no employee will be treated less well than any other.

We believe discrimination, direct or indirect, is not acceptable and as a business we will not tolerate it. Discrimination can deny employees the opportunity to fulfill their potential and this is damaging not only for the individual but also to the business as a whole.

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### TTS FM

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### **Ability or Disability (In accordance with section 6 – Equality Act 2010)**

We understand that people with special requirements, impairments, learning difficulties, mental illness and disabilities are entitled to equal opportunities during their time as employees of TTS FM. These groups are particularly open to indirect discrimination through the facilities available in everyday life and the way that they can be treated, but they also face individual and institutional discrimination throughout their lives. We are committed to positive action so that disabled people have the same opportunity as non-disabled people.

Through a continuing campaign of equality, we will ensure that discrimination from fellow employees against individuals and groups because of their ability or disability will not be tolerated and we will regard it as a serious offence, through which the employee committing the act of discrimination will face disciplinary action.

### **Age (In accordance with section 5 – Equality Act 2010)**

We recognise that age discrimination occurs when someone is treated less favorably than others in similar circumstances because of their age. We believe that employees are entitled to equal and fair treatment regardless of their age. We are committed to creating an environment where ageism is not acceptable. Through a continuing campaign of equality, we will ensure that discrimination against individuals and groups because of their age will not be tolerated and we will regard it as a serious offence, which again will lead to disciplinary action against the offending employees.

### **Gender, Sexism and Transgender (In accordance with section 7 – Equality Act 2010)**

#### **Gender**

We recognise that both men and women can experience disadvantage and discrimination because of their gender. In a sexist society prejudiced attitudes, behavior and values can limit a person's activities, preferences, choices and aims. Some people may feel that they must conform to a gender role that may inhibit their achievement. We believe that all employees are entitled to equal and fair treatment regardless of their gender. We are committed to creating an environment where gender bias is not acceptable. Through a continuing campaign of equality, we will ensure

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that discrimination against individuals and groups because of their gender will not be tolerated and we will regard it as a serious offence, once again leading to disciplinary action against the offending individuals.

### **Sexism**

We recognise that within a sexist society men may be advantaged because of their gender rather than their abilities. Sexism is very complicated and affects attitudes, values, behavior and expectations. It can restrict the life experiences of both men and women and while males appear to benefit from sexism, they can also suffer because of societal stereotypes about what are acceptable emotions and behaviors for males. We are united in the fight against sexism and will not accept it in any form. We will regard sexism as a serious disciplinary offence.

### **Transgender**

We recognise the rights of transsexuals as members and employees of the TTS FM. Through this policy, we are intent on providing equal rights for transsexual employees. Through a continuing campaign of equality, we will ensure that discrimination against an individual because of transgender issues and discrimination against an individual during gender reassignment (sex change) will not be tolerated and we will regard it as a serious disciplinary offence.

### **HIV Status**

We recognise HIV/AIDS as a disability, as does the British Council for Disabled People. We are concerned about the discrimination that people with HIV can face and we are committed to making sure that our services and employment opportunities do not discriminate on the grounds of HIV status. We recognise that some groups have been traditionally discriminated against because of HIV/AIDS and that these groups have experienced higher levels of prejudice and discrimination. We do not ask our employees to declare their HIV status. Through a continuing campaign of equality, we will ensure that discrimination against individuals or groups because of their HIV status will not be tolerated and we will regard it as a serious disciplinary offence.

### **Marital Status (In accordance with section 8 – Equality Act 2010)**

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We believe that no one should suffer discrimination because of his or her marital status. Through a continuing campaign of equality, we will ensure that discrimination against individuals or groups because of their marital status will not be tolerated and we will regard it as a serious disciplinary offence.

### **Nationality and Language (In accordance with section 9 – Equality Act 2010)**

#### **Nationality**

We believe that discrimination against an individual or group based on their nationality is a form of racism and it will not be accepted under our equal opportunities policy. Through a continuing campaign of equality, we will ensure that discrimination against individuals or groups because of their nationality will not be tolerated and we will regard it as a serious disciplinary offence.

#### **Language**

We recognise that minority groups can be discriminated against because they speak a different first language. We aim to protect anyone who is disadvantaged because of their language and are opposed to discriminate against individuals or groups who use a different first language.

#### **Physical Appearance**

We recognise that many people are discriminated against because of their physical appearance. We believe that someone's physical appearance should not affect his or her right to equal opportunity. Through a continuing campaign of equality, we will ensure that discrimination against individuals or groups because of their physical appearance will not be tolerated and we will regard it as a serious disciplinary offence.

### **Racial Origin (In accordance with section 9 – Equality Act 2010)**

We realise that ethnic groups meet intolerance and racism due to their skin color, creed, accent or nationality. We recognise that racism is a complicated web of prejudiced attitudes, linked with authority and power, can badly affect the life chances of people from racial or ethnic minorities. We aim to fight structural racism, where racism is fixed firmly with society, institutional racism, where institutions have procedures or practices which, intentionally or otherwise, discriminate against groups of people, and individual racism, where the action of individuals continues the

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pattern of discrimination, as well as combating any other forms that racism may take. Through a continuing campaign of equality, we will ensure that discrimination against individuals or groups because of their racial origin will not be tolerated and we will regard it as a serious disciplinary offense.

### **Religious Belief (In accordance with section 10 – Equality Act 2010)**

We recognise the rights of all religious groups to have equal rights under our equal opportunities policy. Discrimination on the grounds of religious belief is unacceptable and we will not tolerate it. However, we will not accept the reinforcement of beliefs that conflict with our equal opportunities policy. We will, where possible, recognise religious holidays and festivals and will, in association with the college provide any support that individuals or groups may need. Through a continuing campaign of equality, we will ensure that discrimination against individuals or groups because of their religious beliefs will not be tolerated and we will regard it as a serious disciplinary offence.

### **Sexuality (In accordance with section 12 – Equality Act 2010)**

We realise that people may occasionally face discrimination on the basis of their sexuality. We recognise the need for specific policies regarding lesbian, gay and bisexual employees. 'Homophobia' is a complicated pattern of prejudices, values, stereotyping and discrimination that devalues lesbian, gay and bisexual people. We aim to combat homophobia and will not stand for anyone discriminating on these grounds. Through a continuing campaign of equality, we will ensure that discrimination against individuals or groups because of their sexuality was it will not be tolerated and we will regard it as a serious disciplinary offence.

### **Complaints Procedure**

It is our intention to solve complaints in a positive manner. If you have a complaint about discrimination or any matter relating to our equal opportunities policy, please contact our Human Resources Manager, Ms Neha Goyal or our Managing Director Mr. G Goyal.

### **Putting policy into practice**

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Principally the responsibility of putting the policy into practice falls on the management team at TTS FM. TTS FM Services Ltd. employees are responsible for putting the policy contained within this document into practice. Elected officers are responsible for the policy working within the areas that they have influence and control. These elected officers are area managers and account directors, the next level of responsibility would fall upon site supervisors and senior door supervisors. We remind all staff and elected officers that they must keep to the policy in their work and that any breach of this policy will result in disciplinary action.

### Disclaimer

In producing this equal opportunities policy, we are not implying nor accepting that we have not applied fair standards of practice in the past. We have always done our best to practice the highest possible standards in this area. However, we do recognise the need to constantly examine policy and practice to ensure that we reflect the changing standards and expectations of our members and society as a whole. We will formally review this policy every year, or more often as the need arises. Any changes must be approved by the Mr. G. Goyal our Managing Director. Formulating this policy has not been prompted by any allegations of unfairness or inequality being practiced by the organisation or its employees. This equal opportunities policy keeps to the law at all times. We recognise that many forms of discrimination exist within society and that this policy does not include everything. The main aim of this policy is to fight all forms of discrimination whether they are mentioned within this document, submit such items to Ms. Neha Goyal and they will be evaluated for inclusion during the formal reassessment period.

Position in organisation: Managing Director

Name: Gaurav Goyal

Date: 21<sup>st</sup> August 2017

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