
EQUALITIES POLICY

Whitehouse Construction Company Limited is an Equal Opportunities Employer. This means that no job applicant or employee will be treated less favourably on grounds of sex, sexual orientation, gender reassignment, race, marital status and civil partnership, nationality, pregnancy and maternity, disability, religion or age.

1 ORGANISATION FOR CARRYING OUT THE POLICY

The Company's compact management structure and direct lines of command ensure that in practice the directors will accept full responsibility for the implementation of this policy.

Steve McKeown our Managing Director is responsible for all recruitment and promotion decisions, and will ensure that other Company managers are circulated with, and read, copies of this document. It will be a condition of their employment that the aims and objectives set out herein are faithfully observed and implemented at all times.

In particular, the Company's project managers, site agents and senior site engineers will implement the policy at site level, taking prompt action to prevent any abuses.

2 ARRANGEMENTS FOR CARRYING OUT THE POLICY

2.1 General

The Company will ensure that this policy is read and understood by all its employees.

Company directors and managers will each receive a copy, and further copies will be prominently displayed (i) at Head Office, and (ii) on all the Company's sites. Anyone in any doubt about any aspect of the Equal Opportunities Policy must seek clarification, in the first instance from their supervisor.

2.2 Procedures for Implementation

Those within the Company whose responsibilities include the implementation of this policy will observe the following guidelines, which are intended to ensure that no section of the community is treated less favourably than another in regard to their employment prospects. This will be achieved as follows:-

3.2.1 Recruitment

- (i) Newspaper/Job Centre advertising will clearly state that "the Company is an equal opportunities employer".

- (ii) Applications will be welcomed from all nationalities, religions and sections of the community, including men, women and transgender people, ethnic minorities, those that are married or in a civil partnership, single people, those that are pregnant or currently on maternity leave, the disabled, young people and older people alike.
- (iii) In compiling shortlists, the criteria to be applied will be restricted to qualifications, skills, experience and competence only.
- (iv) The Company recognises that a workforce who accurately reflects the diversities of the local community is likely to contribute positively to the success of the organisation, while at the same time fulfilling its legal obligations. To this end the Company will regularly monitor its success in attracting job applications from different ethnic groups.

2.2.2 Selection and Promotion

Employees will be selected for promotion on the basis of merit alone, after a full appraisal of the qualifications, skills, experience and competence of all possible candidates.

Those concerned will ensure that all vacancies are advertised throughout the organisation, and no individual or group will be unfairly discouraged from applying.

2.2.3 Training Opportunities

The Company has in place a procedure to constantly review and update the training requirements of all its employees.

Managers will ensure that training opportunities are available to all those who would stand to benefit.

Selection criteria will at all times be fair and equitable. Under no circumstances will any individual or group be unfairly denied the opportunity of career development through training, which could be held to be discriminatory.

2.2.4 Opportunities for the Disabled

The Company will uphold the Disability Equality Duty under the Disability Discrimination Act 1995, which became law on 2 December 1996. We will also

uphold all provisions of the Equalities Act 2010 which replaced the majority of Disability Discrimination legislation.

While health and safety considerations may indeed exclude persons with certain disabilities from the demands of site work, the Company occupies modern offices with excellent access provision, and recognises that disabled people may become valued members of the team.

2.2.5 Discipline and Dismissal

The procedures adopted by the Company are based on those laid down in the current edition of the Working Rule Agreement for the Construction Industry. That document is published by the Construction Industry Joint Council, and is recognised throughout the industry. Working Rules 23: 'Disciplinary Procedure' and 24: 'Termination of Employment' is those which apply.

Managers and Supervisors have a clear duty to interpret those procedures with scrupulous fairness. In particular, they will ensure that any form of action which could be regarded as discriminatory is avoided.

2.2.6 Victimisation and Harassment

The continued success of Whitehouse Construction has been based on team effort, and the company regards its workforce as a most precious resource. Managers and site personnel alike are encouraged to develop positive inter-personal skills, as a real contribution to a more productive and safer working environment.

Victimisation and harassment are unlawful, as is associative discrimination and perceptive discrimination. They are disciplinary offences, and the complete antithesis of the Company's established labour relations policy. It is recognised that such conduct has the potential to result in unacceptable levels of stress, with a negative effect on the victim's self-esteem and work-performance. This in turn may result in a downward spiral, leading to escalating personal problems for the individuals concerned.

It is therefore important for any employee who feels they may have been victimised to notify their supervisor or a director. The matter will be investigated without delay, and if the allegations are proven, disciplinary action will follow.

2.2.7 Third Party Harassment

Third-Party Harassment occurs when an employee is harassed due to a protected characteristic, by third parties such as clients or customers. This is unlawful and we encourage any employee who feels they may have been victimised to notify their supervisor or director as soon as possible. The Company is committed to protecting all employees from third-party harassment; therefore the matter will be investigated without delay, and if allegations are proven, steps will be taken to ensure harassment does not happen again.

3 REVIEWING THE EFFECTIVENESS OF THE POLICY

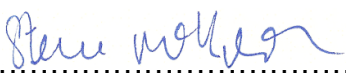
The Company has delegated Steve McKeown, Managing Director, to carry out a regular review of the effectiveness of this policy. It will be revised and updated as necessary in line with any changes in legislative requirements, or other relevant factors.

The procedure for review will take the form of an audit, to include the areas of recruitment advertising, promotions policy, and selection for training initiatives.

The Company will support any person who believes they may have a grievance under the provisions of this policy. In the first instance they should approach their supervisor, who will notify the Managing Director.

The facts of the case will be established and presented in the form of a written report for submission to the directors for consideration. The directors undertake to notify their findings to the aggrieved party within a reasonable time.

In the event that any shortcomings may be identified, this policy will be suitably amended to avoid any recurrence.

SIGNED  DATE 20th June 2011

Steve McKeown (Managing Director)