

## Equal Opportunity Policy

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WAN-IFRA is committed to ensuring equal opportunity for all.

This policy is part of our aim to be a diverse company. Equal opportunity supports our goals and business.

All job applicants, employees and others who work for us will be treated fairly and will not be discriminated against on the basis of age, nationality, gender, marital status, race or ethnic origin, religion or belief, sexual orientation or disabilities.

We value diversity and aim to reflect this in our working environment, terms and conditions of service and employment practices.

### Who does the Policy apply to:

All individuals within the organisation are responsible to uphold this policy, and for the positive attitude it requires. We encourage all external persons to hold the same responsibility and commitment.

### Managers' roles:

Managers have special responsibilities for ensuring the effective implementation of the policy. This covers the daily working environment and other areas including:

- [ Advertising for job applicants
- [ The recruitment process
- [ The terms on which employment is offered

### Dealing with complaints

All complaints will receive prompt attention and will be sensitively investigated. We will seek to resolve them as quickly as possible and ensure that the employee are not victimised as a consequence of raising a complaint.

### Monitoring and Review

The Policy will be regularly reviewed by the management committee to ensure that the policy is respected. This monitoring will apply to the practices of staff and to the organisation.

