

# GEM Enterprise

[www.gementerprise.uk](http://www.gementerprise.uk)

## Equal Opportunity & Diversity Policy

Date:  
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GEM  
ENTERPRISE

**Statement of Commitment:** Our company is fully committed to providing equal opportunities and promoting diversity and inclusion in all aspects of our work. We aim to ensure that no employee, job applicant, client, or business partner is treated less favourably on any unlawful grounds. In accordance with the Equality Act 2010, we will not unlawfully discriminate against any individual based on their protected characteristics. This includes characteristics such as:

- Age
- Disability
- Gender reassignment
- Marriage and civil partnership
- Pregnancy and maternity
- Race (including colour, nationality, and ethnic or national origin)
- Religion or belief
- Sex
- Sexual orientation

These are the nine protected characteristics defined by UK law, and the Equality Act legally protects people from discrimination in the workplace and in broader society. We will ensure equality, fairness, and respect for all staff, regardless of their full-time, part-time, or temporary status. All employment decisions, including recruitment, compensation, training, promotion, and termination, will be based on merit, qualifications, and business needs, **never** on any personal characteristic or status.

**Inclusive Work Environment:** We are dedicated to maintaining a workplace that is inclusive and respectful. Harassment, bullying, victimisation or any form of intimidation on any ground (including sexual harassment or harassment related to any protected characteristic) will not be tolerated. We will create a working environment free from unlawful discrimination, one that **promotes dignity and respect for all** employees. Any incidents of discriminatory behaviour or harassment will be taken seriously and dealt with in accordance with our disciplinary procedures. Serious breaches may be considered gross misconduct, which can lead to dismissal. Employees are encouraged to report any concerns about discrimination or harassment, confident that complaints will be addressed fairly and confidentially.

**Responsibilities and Implementation:** Every employee has a personal responsibility to uphold the principles of this policy. Managers are expected to lead by example in promoting diversity and inclusion and to ensure that their teams understand their obligations. All staff members, as well as the company itself, can be held liable for acts of discrimination or harassment that occur during the course of employment. We will provide training and guidance as needed to help employees understand **their rights and responsibilities** under this policy. Any third parties we work with (such as contractors or consultants) are also expected to observe equivalent principles of equality and non-discrimination.

**Monitoring and Review:** We will monitor the makeup of our workforce (in an appropriate and lawfully compliant manner) to track diversity metrics such as age, gender, ethnicity, etc., in order to assess how well we are achieving our equality aims. This policy and any related practices will be reviewed **annually** and updated as necessary to reflect changes in the law or organisational growth. By implementing and enforcing this Equal Opportunity & Diversity Policy, we aim to not only comply with UK equality law but also to foster a culture of respect, fairness, and inclusion where everyone can contribute their best.