



# Equal Opportunities Policy

**Binns Rail Consulting Limited (BRCL)** [the Firm] is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination.

The organisation - in providing our services - is committed against unlawful discrimination of customers or the public.

## 1. Purpose

This policy's purpose is to:

- a) Provide equality, fairness, and respect for all in our employment, whether temporary, part-time or full-time
- b) Not unlawfully discriminate because of the Equality Act 2010 protected characteristics of:
  - age
  - disability
  - gender reassignment
  - marriage or civil partnership
  - pregnancy and maternity
  - race (including colour, nationality, and ethnic or national origin)
  - religion or belief
  - sex
  - sexual orientation
- c) Oppose and avoid all forms of unlawful discrimination. This includes in:
  - pay and benefits
  - terms and conditions of employment
  - dealing with grievances and discipline
  - dismissal
  - redundancy
  - leave for parents
  - requests for flexible working

- selection for employment, promotion, training or other developmental opportunities

## **2. About Binns Rail Consulting Limited**

The Firm has been established to undertake consulting services as an independent technical advisor to companies developing and designing, building and commissioning railway infrastructure and trains.

The Firm currently consists of the two Directors; Chris Binns who is an experienced multi-disciplinary Rail specialist, and Penny Binns who is a Registered General Nurse, and co-founder of Binns Rail Consulting Limited.

As such, this policy has been established to make sure that the firm upholds and encourages equality, diversity and inclusion in the workplace in respect of the services it currently provides and is positioned to continue to embody those principles in the case of any possible future expansion that might include recruitment of employees.

## **3. Our commitments**

The Firm commits to:

1. Encourage equality, diversity and inclusion in the workplace as they are good practice and make business sense

2. Create a working environment free of bullying, harassment, victimisation and unlawful discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognised and valued.

In the future, should the company recruit employees, then this commitment includes discussing with employees their rights and responsibilities under the equal opportunities policy. Responsibilities include staff conducting themselves to help the organisation provide equal opportunities in employment, and prevent bullying, harassment, victimisation and unlawful discrimination.

All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation and unlawful discrimination, in the course of their employment, against fellow employees, customers, suppliers and the public

3. Take seriously complaints of bullying, harassment, victimisation and unlawful discrimination by fellow employees, customers, suppliers, visitors, the public and any others in the course of the firm's work activities.

Such acts will be dealt with as misconduct under the organisation's grievance and/or disciplinary procedures (to be developed as and when required), and appropriate

action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.

Further, sexual harassment may amount to both an employment rights matter and a criminal matter, such as in sexual assault allegations. In addition, harassment under the Protection from Harassment Act 1997 – which is not limited to circumstances where harassment relates to a protected characteristic – is a criminal offence.

4. Make decisions concerning staff being based on merit (apart from in any necessary and limited exemptions and exceptions allowed under the Equality Act).

5. In the future, should the company recruit employees, then the firm will assess how the equal opportunities policy is working in practice, continuing to review it annually, and considering and taking action to address any issues.

**Signed:**

**Signed:**

Signatures held on file, separately

**Date:**

**Date:**

**Chris Binns, Director**

**Penny Binns, Director**

**Last reviewed: 19<sup>th</sup> December 2024**