



EQUAL OPPORTUNITIES POLICY

Version:

Date ratified by DDLETB Senior Management Team:

Date noted by DDLETB Board of Management:

Signed: _____ (CEO)

Uploaded to DDLETB Intranet ☐

English and Irish versions uploaded to DDLETD Website: Yes: ☐ No: ☐

Date for review:

Policy No:	Version No:
Previous versions:	Effective Date
Board App/Noting	Review Date:

Dublin and Dun Laoghaire ETB is committed to creating an environment that promotes equality and dignity at work. We are committed to treating all employees, learners, customers and business contacts equally, regardless of gender, civil status, family status, sexual orientation, religious belief, age, disability, race or membership of the traveller community.

The ETB is committed to equality of opportunity in all its policies, practices and services. DDLETB aims to ensure all people are treated with dignity and respect and strive to create a supportive environment in which all employees and learners can flourish and reach their full potential, regardless of differences, experience or education.

Commitment to equality and diversity

DDLETB will formulate and implement policies and practices that value diversity, provide equality of opportunity and ensure that no job applicant, employee, learners, customer or business associate receives less favourable treatment on any of the nine aforementioned grounds. We will ensure other policies and practices reflect our commitment to treating people fairly, promoting an integrated way of working and respecting the dignity of employees and learners at all times.

Managers/Principals are expected to promote an integrated workplace and proactively eliminate any potential inequities that may run counter to the ETB's policy.

Our recruitment policy reflects our belief that diversity in all areas, including cultural, generational, language and national backgrounds, is necessary in helping us succeed in both domestic and global markets. The ETB will not discriminate against any prospective employee during the recruitment process. Interviews will be carried out objectively and individuals will be judged on merit and their ability to do the job. It is our policy to ensure that as much accommodation as possible is carried out to facilitate the participation of individuals with special needs in the recruitment process and in the workplace.

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Performance meetings and feedback will be carried out in a sensitive, non-discriminatory manner. The ETB will offer the same development and training opportunities to all employees to achieve high standards of performance. The ETB rewards excellence and employees will be promoted on the basis of merit.

This policy is operated in conjunction with the ETB's:

- Dignity and Respect at Work Charter
- Code of Practice for the employment of People with Disability
- Bullying Prevention Policy
- Harassment/Sexual Harassment Prevention Policy
- Codes of Conduct for Employees
- Health and Safety Policies
- Recruitment Policy
- Grievance Procedure

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