



Last reviewed: July 2019

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### Purpose

Integrity Action's Board of Trustees and senior management are committed to providing a safe non-threatening, non-oppressive environment for all staff, partners and beneficiaries where no one is unfairly discriminated against. This includes ensuring that all people can engage in activities without being judged.

Integrity Action seeks to create safe working environments, and equal opportunities for all are a fundamental part of our culture. All staff are expected to encourage these principles in word and act.

### Application

This policy and related procedures apply to all staff members, volunteers, trustees, contractors, and consultants.

### Ownership

All staff and volunteers have a responsibility for upholding this equal opportunities policy.

The responsibility for introduction (including training), consistent application and on-going implementation of Integrity Action's equal opportunity policy and related procedures lies with the CEO.

### Guiding principles

Integrity Action's equal opportunities policy states that there will be no discrimination on any grounds including age, disability, gender, marital status, sexual orientation, race, colour, HIV status, nationality, ethnic or national origin or community background in recruitment, promotion, training or transfer, terms and conditions of service, discipline or dismissal, and that harassment of any nature will not be accepted.

All eligible people have equality of opportunity for employment and advancement on the basis of their suitability for the work.

If you as a staff member have any concerns or anxieties about the adherence to the equal opportunities policy – the guiding principle is always do something - share your concerns with the CEO immediately (or Board if a satisfactory response is not received) - and then take the appropriate action recommended.

There is a defined procedure in place for reporting allegations of non-adherence and serious concerns. Refer to the whistleblowing policy for more information. The nominated contact person is the CEO and any allegations and serious concerns should be reported to them as soon as possible, at most within 15 days of identification.

### Support tools

- Integrity Action GESI strategy.
- Further support can be obtained from the CEO.