



## **Equal Opportunities Policy**

Alumet Systems (UK) Ltd is an Equal Opportunity Employer. This means that the Company's established Policy is to ensure that no unlawful discrimination occurs, either directly or indirectly against any person on the grounds of disability, colour, sex, gender reassignment, material status, age, race, religion, nationality or ethnic or national origin.

Direct discrimination is treating a person on one or more of these grounds less favourably than others are or would be treated in the same or similar circumstances.

Indirect discrimination is applying a requirement or condition, which, although applied equally to all persons, is such that a substantial proportion of a particular group could not comply with it and which cannot be shown justifiable.

Discrimination by victimisation is also recognised as unlawful.

The Company is particularly concerned that equality of opportunity is maintained in the following areas:

- Recruitment and Selection
- Promotion, transfer and training
- Terms of employment, benefits, facilities and services
- Grievances and disciplinary procedures
- Dismissals and redundancies

All employees have personal responsibility for the practical application of the Company's equal opportunities policy which extends to the treatment of job applicants, employees (including former employees, customers and visitors).

It is recognised that the principle responsibility for providing equal opportunities in employment rests with the Company. Each employee and Manager is required to be familiar with and to implement this Company Policy and is urged to comply at all times not only with the letter but with the spirit of Equal Opportunity Legislation and Codes of Practice.

It is the responsibility of each Director / Manager within the Company to ensure that his or her treatment of employees, and the decisions and approach taken within their own sphere of operations are devoid of discriminatory practices.

The Managing Director will have overall responsibility for overseeing and checking upon the satisfactory implementation of this Policy and will thoroughly investigate, and if appropriated redress, any identified or claimed discriminatory incident or practice with support from HR.

A handwritten signature in blue ink, appearing to read "G Summers", is written over a light blue grid background.

G Summers  
**Managing Director**

Date: 20<sup>th</sup> March 2009