

Dockside Personnel Limited

Diversity and Equality Policy for Agency Workers

1. Purpose

Dockside Personnel Limited ("the Company") is committed to promoting equality, diversity, and inclusion in all its activities. This policy sets out the Company's commitment to ensuring that all agency workers are treated fairly, with dignity and respect, and without unlawful discrimination.

The purpose of this policy is to: - Promote equality of opportunity for all agency workers - Eliminate unlawful discrimination, harassment, and victimisation - Foster an inclusive working environment across all client sites - Ensure compliance with relevant equality legislation

2. Scope

This policy applies to: - All agency workers supplied by Dockside Personnel Limited - All stages of engagement, including recruitment, selection, placement, training, and assignment management - All client sites, warehouses associated workplaces - All work-related activities and interactions

This policy also applies to discrimination or harassment by clients, contractors, visitors, or other third parties.

3. Legal Framework

This policy is informed by, and must be applied in accordance with, relevant UK legislation, including but not limited to: - Equality Act 2010 - Human Rights Act 1998 - Employment Agencies Act 1973 - Health and Safety at Work etc. Act 1974

4. Policy Statement

Dockside Personnel Limited is committed to equality, diversity, and inclusion.

- All agency workers will be treated fairly and with respect.
 - Discrimination, harassment, bullying, or victimisation will not be tolerated.
 - Decisions will be based on merit, skills, experience, and suitability for the role.
 - Equality principles will be applied consistently across all client sites.
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5. Protected Characteristics

Under the Equality Act 2010, it is unlawful to discriminate on the basis of the following protected characteristics: - 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

6. Forms of Unlawful Discrimination

Unlawful conduct may include: - **Direct discrimination** – treating someone less favourably because of a protected characteristic - **Indirect discrimination** – applying a provision, criterion, or practice that disadvantages a group without justification - **Harassment** – unwanted conduct related to a protected characteristic that violates dignity or creates an intimidating, hostile, degrading, humiliating, or offensive environment - **Victimisation** – subjecting someone to a detriment because they raised or supported an equality-related complaint

7. Responsibilities

Dockside Personnel Limited will:

- Promote equality and diversity in recruitment and assignments
- Ensure agency workers are aware of this policy
- Take reasonable steps to prevent discrimination and harassment
- Act promptly where concerns are raised
- Work with clients to address equality-related issues

Agency Workers must:

- Treat others with dignity and respect
- Not engage in discriminatory or harassing behaviour
- Report concerns where they arise

Clients and Third Parties must:

- Provide a working environment free from discrimination
 - Cooperate with Dockside Personnel Limited in addressing concerns
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8. Reasonable Adjustments

Dockside Personnel Limited will: - Consider reasonable adjustments for agency workers with disabilities
- Work with clients to ensure adjustments are implemented where reasonably practicable

Agency workers are encouraged to disclose any adjustment needs to enable appropriate support.

9. Recruitment and Selection

- Recruitment decisions will be fair, objective, and transparent
 - Selection will be based on role requirements and competence
 - No unlawful criteria will be applied during recruitment or placement
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10. Reporting Concerns

Agency workers who believe they have experienced or witnessed discrimination, harassment, or victimisation are encouraged to report it promptly.

Concerns may be raised: - With a Dockside Personnel Limited consultant or manager - With an on-site supervisor or client representative - Through the Company's grievance or complaints procedure

Reports will be handled sensitively and confidentially where possible.

11. Investigations and Outcomes

- All complaints will be investigated fairly and without undue delay
 - Appropriate action will be taken where breaches are identified
 - No worker will suffer detriment for raising a genuine concern
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12. Equality Monitoring

Where appropriate, equality monitoring information may be collected: - On a voluntary basis - In line with data protection requirements - For the purpose of improving equality practices

13. Policy Review

Approved by: Dockside Personnel Operations Team
Review Date: 31/12/2026
