

ALT-EDIC

Employment and recruitment policy

We will comply with following Council Directives and Decision and related principles in the ALT-EDIC employment policy:

- Council Directive 2000/43/EC of 29 June 2000 implementing the principle of equal treatment between persons irrespective of racial or ethnic origin (OJ L 180, 19.7.2000, pp. 22-26);
- Council Directive 2000/78/EC of 27 November 2000 establishing a general framework for equal treatment in employment and occupation (OJ L 303, 2.12.2000, pp. 16-22);
- Council Directive 2004/113/EC of 13 December 2004 implementing the principle of equal treatment between men and women in the access to and supply of goods and services (OJ L 373, 21.12.2004, pp. 37-43);
- Council Framework Decision 2008/913/JHA of 28 November 2008 on combating certain forms and expressions of racism and xenophobia by means of criminal law (OJ L 328, 6.12.2008, pp. 55-58).

Employment Policy (including Equal Opportunities)

1. Introduction

The ALT-EDIC is committed to fostering a work environment that promotes equal opportunities for all employees. This policy outlines our dedication to ensuring fairness, non-discrimination, and equal access to employment opportunities.

2. Equal Opportunities

We firmly believe in treating all individuals with respect and dignity, regardless of their race, colour, religion, gender, sexual orientation, gender identity or expression, national origin, age, disability, marital status, or any other protected characteristic. We are committed to providing equal opportunities in all aspects of employment, including recruitment, selection, promotion, training, and professional development.

3. Recruitment and Selection

a. Job Advertisements: We will ensure that our job advertisements are inclusive and free from discriminatory language. They will clearly state our commitment to equal opportunities and encourage a diverse range of candidates to apply.

b. Selection Process: All candidates will be evaluated based on their qualifications, skills, and experience relevant to the position. Decisions regarding recruitment and selection will be made solely on merit, without any form of discrimination or bias.

4. Training and Professional Development

a. Skill Enhancement: We will provide training and development opportunities to enhance employees' skills, knowledge, and abilities. These opportunities will be made available to all

employees, irrespective of their background, and will be based on individual interests, performance, and potential.

b. Mentoring and Coaching: We will encourage mentoring and coaching programmes to support the career growth of all employees. These programmes will be accessible to all and will provide guidance and support for professional development.

5. Workplace Environment

a. Harassment and Discrimination: We have a zero-tolerance policy for any form of harassment, discrimination, or retaliation. We are committed to maintaining a work environment free from such behavior and will promptly and thoroughly investigate any reported incidents.

b. Accommodation: We will make reasonable accommodations for individuals with disabilities to ensure equal access to employment opportunities and a supportive work environment.

c. Work-Life Balance: We recognize the importance of work-life balance and will strive to provide flexible work arrangements, when feasible, to accommodate employees' personal and professional needs.

6. Communication and Monitoring

We will communicate this employment policy to all employees, ensuring they are aware of our commitment to equal opportunities. We will monitor and review our policies and practices regularly to identify any barriers to equal opportunities and take appropriate actions to address them.

7. Compliance

We are committed to complying with all applicable laws and regulations related to equal opportunities and non-discrimination. We will actively promote this policy throughout the organisation and expect all employees to support and adhere to its principles.