

CM OXENDALE LTD
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Equality Policy

C. M. Oxendale Ltd is committed to providing equality of opportunity for all employees and applicants for employment.

Our goal is to ensure that no employee or applicant receives less favourable treatment on the grounds of gender, race, ethnic or national origin, disability, age, marital status, sexual orientation, religion, or belief.

The Company will ensure that all employment-related decisions — including recruitment, selection, promotion, training, and any other conditions of employment — are based on objective criteria that relate solely to the individual's ability to perform the job.

All employees are required to comply with this policy, ensuring that equality of opportunity is promoted within the workplace.

The Company will comply with all appropriate statutory requirements and will take full account of all available guidance, in particular the relevant **Codes of Practice**.

A copy of this policy will be circulated to all employees and to any agencies responsible for recruitment. The policy will also be made available to all applicants for employment and communicated to all private contractors, reminding them of their responsibilities regarding equality of opportunity.

The Company will maintain a neutral working environment in which no worker feels threatened or intimidated.

Discrimination is unacceptable. Breaches of this policy will lead to disciplinary proceedings and, if appropriate, **disciplinary action**.

Recruitment and Selection

The Company will endeavour, through appropriate training, to ensure that employees making selection and recruitment decisions do not discriminate — whether consciously or unconsciously — when making such decisions.

- Promotion and advancement will be based on **merit**, and all decisions will align with this policy's framework and principles.
- Job descriptions will accurately reflect requirements and be consistent with equal opportunity principles.
- The Company will adopt a consistent, **non-discriminatory approach** to advertising job vacancies.
- Recruitment will not be confined to specific media sources or areas that could restrict applications from any particular group.



All work undertaken would be subject to CM Oxendale Ltd Terms & Conditions

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Director's: Paul Towler, Amy Towler and David Ramsdale

- All applicants will receive fair treatment and be considered solely on their ability to perform the job.

Training and Promotion

Senior staff will receive training in the application of this policy to ensure awareness of its contents and provisions.

All training and promotion will be carried out in line with this policy.

Monitoring

The Company will maintain and review employment records for all employees to monitor the progress and effectiveness of this policy.

Monitoring may involve:

- Collecting and classifying information regarding the race, ethnic/national origin, sex, age, and disability of all current employees.
- Examining this information to identify the distribution of employees and the success rate of applicants by category.
- Recording recruitment, training, and promotional data — including the reasons for employment decisions.

Results of monitoring will be reviewed at regular intervals to assess the policy's effectiveness. Where necessary, adjustments will be made to afford greater equality of opportunity for all applicants and employees.

Regards,
Paul Towler
Director



Dated Jan 2026



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