



Diversity, Equity, and Inclusion Policy

BISH CREATIVE is an equal opportunities employer, committed to promoting equal opportunities in employment. This policy is supported by senior management, agreed with employees, and applies to all employees, job applicants, and any other individuals engaged with BISH CREATIVE.

Introduction

BISH CREATIVE encourages equity, diversity, and inclusion amongst our employees, customers, suppliers, and partners.

We do not discriminate on characteristics such as age, disability, gender, marriage and civil partnership, pregnancy and maternity, race (including colour, nationality, and ethnic or national origin), religion or belief, sex, or sexual orientation. Inclusive behaviour and attitudes are required daily, as well as during functions, meetings and events.

Responsibility

The implementation of this policy is the responsibility of all employees. Management teams will provide leadership, support, and resources to ensure that equal opportunities are embedded in all aspects of our organization.

Our commitment to employees

- We will encourage equity, diversity, and inclusion in the workplace.
- We will create a working environment free from bullying, harassment, victimisation, and unlawful discrimination - one that promotes dignity and respect, and where individual differences and the contributions of employees are recognised and valued.
- We will review employee's information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability to assess progress against commitments. This policy will be reviewed annually to assess its practical application and address any issues identified.
- We will address all complaints of bullying, harassment, victimisation or unlawful discrimination by employees, customers, suppliers, visitors, partners, and the public.

All employees should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimisation, and unlawful discrimination, in the course of their employment, against fellow colleagues, customers, suppliers and partners.

Recruitment and selection

We aim for our recruitment and selection processes to be fair, transparent, and free from discrimination. All applicants will be assessed based on their skills, qualifications, and relevant experience.

We aim to reduce bias in every process and to keep candidates informed, communicate effectively with each other, and give everyone an equal opportunity to work with us.

Equal pay

We are committed to ensuring that all employees receive equal pay for equal value regardless of gender, race, disability, age, sexual orientation, religion, or any other protected characteristic.

Learning and development

We will provide equal opportunities for learning and development to enhance the skills and knowledge of our employees, promoting career growth irrespective of background.

Career progression

Career progression decisions will be based on merit and the ability to perform the role, without discrimination based on any protected characteristic.

Work environment

We will maintain a working environment that is free from discrimination, harassment, bullying, or victimisation. All employees are responsible for treating each other with respect and dignity.

Communication

We aim to use inclusive, diversity-sensitive language in all official documents, signs, and job advertisements.

Flexible working

We will consider, and try to accommodate, flexible working arrangements to help employees achieve a healthy work-life balance.

Reasonable adjustments

We will make accommodations where possible to help people with disabilities move about safely on our premises and use our products, services, and equipment.

This policy is approved by Jerrold Fox, President/CEO on March 17, 2023.

A handwritten signature in black ink that reads "Jerry Fox". The signature is written in a cursive, flowing style.