

Adra Services Ltd ta Drummond Flooring Equality and Customer care statement.

The directors of Adra Services Ltd promote equality of opportunity in respect of every aspect of its provision. Company policy and practice will seek to provide an environment that is free from discrimination against staff and others.

The directors will ensure that all staff, current or prospective, are treated solely on the basis of their merits, abilities and potential. They will seek to prevent any form of unlawful or unfair discrimination, and will be concerned with the prevention of direct and indirect, overt and covert discrimination on grounds of race, colour, ethnic origin, nationality, religious belief, gender, sexual orientation, disability, age, marital status, family circumstances, citizenship, social and economic status, or any other irrelevant individual differences.

The company is committed to fairness in its practices and in meeting the needs of our diverse staff and clients. Where appropriate and within our means, the company will take positive action to meet these commitments.

In order to achieve this aim, it will seek to:

- promote good relations between individuals from different groups;
- recognise and develop the diversity of background, skills and talent within its current and potential staff;
- foster a culture based on trust and mutual respect;
- collect and monitor data to assist in the identification and removal of barriers to the equality of opportunity;
- communicate to staff and others the promotion of equal opportunities and the company's procedures to sustain it;
- deal with breaches of policies and procedures in accordance with the staff disciplinary process.

This Statement applies to all staff and clients of Adra Services Ltd.

The directors are responsible for the overall implementation of this Statement and require that the procedures and practices are consistent with it.

Equalities policy contained within this statement in paragraph 2.