

## **EQUAL OPPORTUNITIES**

### **BACKGROUND**

Cricket Ireland is committed to equality of opportunity in all its employment practices, policies and procedures. It is the responsibility of every employee to ensure his or her own conduct conforms to the expected standards and reflects this policy.

The aim of Cricket Ireland's Equal Opportunities Policy is to encourage harmony and respect amongst individuals so as to promote good working practices with a view to maximising the performance of Cricket Ireland and its employees.

If equal opportunities are not provided to all, then valuable talent and potential are wasted. Moreover when discrimination, harassment, bullying or victimisation takes place, they bring about a climate of fear, insecurity and poor work performance. As well as being unlawful, it affects morale and it is therefore vital that every employee understands his or her responsibility. Cricket Ireland takes equal opportunities very seriously and wilful failure to apply the policy or any evidence of discrimination, harassment, bullying or victimisation will result in disciplinary action, which may include dismissal for gross misconduct.

### **EQUAL OPPORTUNITIES POLICY**

Cricket Ireland wishes to employ a workforce which reflects the diverse community at large because Cricket Ireland values the individual contributions of people irrespective of sex, age, marital status or civil partnership status, disability, sexual orientation, gender and gender reassignment, race, religion, political opinion or belief. All employees will be treated with dignity and respect. Cricket Ireland will use its best endeavours to provide a working environment free from unlawful discrimination, harassment or victimisation.

Cricket Ireland will not tolerate acts which breach this policy and all instances of such behaviour or alleged behaviour will be taken seriously, fully investigated and may be subject to its Disciplinary Procedure.

Cricket Ireland undertakes to review periodically its selection criteria and procedures to maintain a system where individuals are selected, promoted and treated solely on the basis of their merits and abilities.

Cricket Ireland undertakes to distribute and publicise this policy to all employees and elsewhere from time to time as appropriate.

Any employee who believes that they may have been subjected to treatment which breaches this policy may raise the matter using the Grievance Procedure.

### **POLICY STATEMENT ON HARASSMENT AT WORK**

Cricket Ireland believes that the dignity of every person must be respected. Harassment of colleagues or visitors is unacceptable and will be regarded as gross misconduct. The highest standards of conduct are required of everyone regardless of seniority.

Cricket Ireland recognises that harassment and/or bullying may take many forms. It may be directed towards persons of either sex. It may relate to a person's race, religion or belief, age, sex or sexual orientation, pregnancy, gender reassignment, marital or civil partnership status, disability or some other personal characteristic.

Harassment and/or bullying may involve action or inaction, behaviour, exclusion, comment or physical contact that the recipient finds objectionable or offensive. It may result in the recipient feeling threatened, humiliated, intimidated, patronised, demoralised or less confident in their ability. Condoning such conduct may be harassment in itself. The test of harassment is, at least in part, subjective.

Examples of unacceptable conduct include, but are not limited to:

- verbal abuse including shouting or insulting behaviour;
- sexist or racist jokes or jokes about an individual's sexual orientation;
- jokes about a person's age or jokes about an individual's physical or mental attributes;
- the display or circulation of sexually suggestive or racially abusive material;
- bullying, coercive or threatening behaviour;
- the ridicule or exclusion of an individual for cultural or religious differences or on the grounds of sex, sexual orientation, age or disability;
- unsolicited or unwelcome conduct of a sexual nature including touching, staring or commenting e.g. comments of a sexual nature about a person's appearance or dress;
- spreading rumours about or insulting somebody either directly or indirectly;
- refusing to communicate;
- setting unrealistic objectives and/or deadlines;
- victimisation or exclusion; and/or
- constant criticism which cannot be justified.

Harassment and/or bullying, particularly on the grounds of sex, sexual orientation, race, age, disability, religion or belief will be regarded as gross misconduct for disciplinary purposes. Accordingly, any employee guilty of harassment runs a serious risk of summary dismissal.

Equally, an allegation of harassment and/or bullying must not be made lightly. If it is found that an allegation of harassment or bullying has been made without foundation and/or maliciously, then this may also be regarded as gross misconduct for disciplinary purposes.

## **OUTSIDE THE WORKPLACE**

Whilst Cricket Ireland's principal concern is to ensure that harassment does not occur in the workplace, all employees are also expected to adhere to this policy outside work including, for example, at Cricket Ireland social events, during lunchtime or in the evenings and/or during travel to and from work. Any breach of this policy in these circumstances will be treated seriously by Cricket Ireland in accordance with its Disciplinary and Grievance Procedures and may lead to dismissal.

## **HARASSMENT AND/OR BULLYING COMPLAINTS**

If appropriate, Cricket Ireland may, even before any disciplinary action has been taken, move either the complainant or the person against whom a complaint of harassment and /or bullying has been made to another position. This may be either on a temporary or permanent basis. Cricket Ireland reserves the right to suspend (with pay) any employee accused of harassment or bullying until the matter has been fully investigated.

Cricket Ireland will handle all complaints of harassment and/or bullying fairly, confidentially and sensitively. Wherever possible, if an employee believes they are the subject of harassment and/or bullying, they should first make the person aware that their behaviour is unacceptable and ask that person to stop the harassing or bullying behaviour.

If the conduct continues or, if it is not appropriate to resolve the matter informally, they should report it to their line manager. At this stage, the complaint will be discussed in strictest confidence.

If an employee then wishes to make a formal complaint, they should do so in writing, either to their line manager or an appropriate person of the same sex. The line manager will then seek appropriate guidance and will then discuss how to take the complaint forward in accordance with Cricket Ireland's policies and procedures.