



Title	Equality, Diversity & Inclusion Policy Statement			Ref. No	POL03
Approved by	SLT	Date	02/02/2021	Issue	11

General statement

Overall responsibility for Equality, Diversity & Inclusion (EDI) within MKC Training Services Ltd. (MKCTS) is vested in me by virtue of my appointment as Managing Director. The purpose of this statement is to confirm that MKCTS has a detailed EDI Policy which describes how we endeavour not only to meet but also exceed our obligations under equality legislation. The full version of the policy is available on the MKCTS/MKC Training SharePoint sites.

Aspects of EDI relating specifically to military trainees are addressed in accordance with the British Army's Values and Standards, the MOD Diversity, Inclusion and Social Conduct Directive (JSP 887), Bullying and Harassment Complaints procedures (JSP 763), Safeguarding (JSP 834), the 1 RSME Regiment Welfare and Duty of Care Directive and the Station Commander's Policy Statement.

The MKCTS EDI Policy forms an integral part of the wider Diversity and Inclusion Strategy and should be read together with this and other relevant MKCTS policies.

Our commitment

We fully commit to:

- Providing a learning and working environment that promotes equality of opportunity and values all forms of diversity.
- Treating all staff, trainees, apprentices, visitors, job applicants, contractors and any other persons associated with the functions of MKCTS fairly and with respect.
- Not treating any individuals less favourably on the grounds of race (including ethnic or national origin), gender, disability, age, sexual orientation, religion or belief, gender reassignment, marital or civil partnership status, pregnancy, maternity or paternity and socio-economic status.

Breach of the Policy

MKCTS will take seriously any instances of breach of the EDI Policy by trainees, staff or visitors. Any breach will be investigated and, where appropriate, will be considered under the relevant disciplinary procedure for staff, trainees or apprentices. With regard to any breach of the Policy by visitors, MKCTS will take appropriate action in relation to the nature of the incident.

Confidentiality and Monitoring

MKCTS will ensure that any equal opportunities monitoring data is used exclusively for monitoring purposes and that it is treated with confidentiality and sensitivity; it will safeguard any information disclosed voluntarily within the regulations set by Data Protection legislation.

Implementation and Review

Each member of the Senior Leadership Team (SLT), supported by Human Resources, has the responsibility to ensure that the EDI Policy and the overall promotion of inclusion are put into practice in the areas for which s/he has responsibility. This statement covers all sites on which the company carries out its activities, including remote learning / work activities. It will be reviewed annually and following any changes in legislation.

Mike Garrod – Managing Director

Date: 02 February 2021

Not controlled when printed

Reviewed by									
Date									