

POLICY

Parsons Brinckerhoff is committed to eliminating discrimination and encouraging diversity amongst our workforce. Our aim is that our workforce will be truly representative of all sections of society and each employee feels respected and able to give of their best.

To that end the purpose of this policy is to provide equality and fairness for all in our employment and not to discriminate on grounds of gender, marital status, race, ethnic origin, colour, nationality, national origin, disability, sexual orientation, religion or age. We oppose all forms of unlawful and unfair discrimination.

All employees, whether part-time, full-time or temporary, will be treated fairly and with respect. Selection for employment, promotion, training or any other benefit will be on the basis of aptitude and ability. All employees will be helped and encouraged to develop their full potential and the talents and resources of the workforce will be fully utilised to maximise the efficiency of the organisation.

Our commitment:

- To create an environment in which individual differences and the contributions of all staff are recognised and valued.
- Every employee is entitled to a working environment that promotes dignity and respect to all. No form of intimidation, bullying or harassment will be tolerated.
- Training, development and progression opportunities are available to all staff.
- Equality in the workplace is good management practice and makes sound business sense.
- We will review all our employment practices and procedures to ensure fairness.

PROCEDURES

Overall responsibility for the application of the policy rests with the Managing Director and the Human Resources Director. However, all managers and employees of PB have a personal responsibility under the policy.

- The Company is committed to a programme of action to ensure adherence to and development of the Equality policy and to reflect any changes in legislation.
- The policy applies to the advertisement of jobs, recruitment and appointment, training, terms and conditions, pay, promotion and every other aspect of employment.
- The Company requires that all employees and clients be treated in accordance with this policy.
- Decisions relating to recruitment and selection, training and promotion will be made only by reference to the requirements of the job and will relate only to the individuals ability, performance and aptitude. Managers and staff involved in recruitment, selection, training and promotion will be provided with training to gain an understanding and appreciation of equal opportunities issues in order to remove unfair or unlawful discrimination.
- Complaints about, or reports of discriminatory conduct should be made through the Company's grievance procedure. Alternatively, such complaints or reports may be made directly to the relevant Human Resources manager if this is more appropriate.

Breaches of our equality policy will be regarded as misconduct and could lead to disciplinary proceedings. This policy is fully supported by senior management and will be monitored and reviewed annually.



G R AYRES
Managing Director
Parsons Brinckerhoff Ltd



D KIRKBRIDE
Human Resources Director
Parsons Brinckerhoff Ltd

1 April 2008

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