



## Policy: EQUAL EMPLOYMENT OPPORTUNITY

### PURPOSE

HEMS Clinical Ltd. (HCL) is committed to providing equal opportunity to all employees within recruitment, appointment, development and retention practices. HCL seeks to identify and eliminate discriminatory barriers in the workplace to promote fairness in employment for all.

HCL recognises Māori as tangata whenua and is committed to increasing our obligations associated with Te Tiriti o Waitangi. HCL recognises the distinctiveness of Māori people, Māori culture, and Māori language; and is committed to protecting and developing that uniqueness in partnership with Māori.

### SCOPE

This policy applies to all employees, subcontractors and prospective employees of HEMs.

### POLICY

HEMS is committed to upholding its responsibilities as an employer and creating a workplace that attracts, retains and values diversity.

To achieve this policy objective, HCL is committed to:

- Providing equal opportunities to all people in all areas of employment, regardless of their sex, marital status, religious or ethical belief, colour, race, ethnic or national origins, disability, age, political opinion, employment status, family status, or sexual orientation.
- Recruiting people based on merit in an open, unbiased, and fair process. This includes experience and personal qualities, as well as any formal qualifications that a position might require.
- Fair and equal employment review, where all promotion, salary reviews and professional/career development opportunities are based solely on merit.
- Identify and eliminate any institutional policies, programs, procedures, or practices that tend to cause inequality in the employment of any person.
- Not tolerate any form of discrimination against the following: sex, marital status, religious/ethical belief, colour, race, ethnic and national origins, disability, age, political opinion, employment status, family status or sexual orientation.
- Developing and maintaining a workplace culture that values and supports diversity.

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- Improving employment opportunities for groups who are under-represented in the sector and levels of seniority, in particular women, Māori and Pacific people.

## RESPONSIBILITIES

The HCL Chief Executive Officer is responsible for ensuring that all practices and procedures that apply to the staff for whom they are responsible are consistent with this policy.

## DEFINITIONS

The scope of this policy is the same as the “prohibited grounds of discrimination” set out in the Human Rights Act 1993, including:

- a. Sex, which includes pregnancy and childbirth:
- b. Marital status, which means the status of being—
  - a. Single; or
  - b. Married, in a civil union, or in a de facto relationship; or
  - c. The surviving spouse of a marriage or the surviving partner of a civil union or de facto relationship; or
  - d. Separated from a spouse or civil union partner; or
  - e. A party to a marriage or civil union that is now dissolved, or a de facto relationship that has now ended.
- c. Religious belief;
- d. Ethical belief, which means the lack of a religious belief, whether in respect of a particular religion or religions or all religions;
- e. Colour;
- f. Race;
- g. Ethnic or national origins, which includes nationality or citizenship;
- h. Disability, which means—
  - a. Physical disability or impairment:
  - b. Physical illness:
  - c. Psychiatric illness:
  - d. Intellectual or psychological disability or impairment:

- e. Any other loss or abnormality of psychological, physiological, or anatomical structure or function:
- f. Reliance on a guide dog, wheelchair, or other remedial means:
- g. The presence in the body of organisms capable of causing illness:
- i. Age (from 16 years).
- j. Political opinion, which includes the lack of a particular political opinion or any political opinion:
- k. Employment status, which means—
  - a. Being unemployed; or
  - b. Being a recipient of a benefit under the Social Security Act 1964 or an entitlement under the Accident Compensation Act 2001.
- l. Family status, which means—
  - a. Having the responsibility for part time care or full-time care of children or other dependants; or
  - b. Having no responsibility for the care of children or other dependants; or
  - c. Being married to, or being in a civil union or de factor relationship with, a particular person; or
  - d. Being a relative of a particular person.
- m. Sexual orientation, which means a heterosexual, homosexual, lesbian, or bisexual orientation.

## LEGISLATION

- Human Rights Act 1993
- New Zealand Bill of Rights Act 1990
- Employment Relations Act 2000
- Equal Pay Act 1972
- Te Tiriti o Waitangi