

Equality, Diversity and Inclusion Statment



Equality, Diversity and Inclusion Statement

Introduction

TYPSA Consulting Engineers and Architects was founded in Spain in 1966. After more than fifty years of experience and expansion, today's TYPSA Group works on the five continents and continues to grow and build on its expertise for the benefit of its clients, while contributing to social development and citizen well-being across the globe.

Our work is based on building meaningful, enduring and respectful relationships across different cultures. We cannot do this without a strong commitment to equality, diversity and inclusion. Aware of the need to maintain ethical standards at all times, we abide by principles of good conduct that transcend the laws of the countries where we work. Equality, Diversity and Inclusion (EDI) objectives are part of our corporate Integrity Management System.

As evidence of our commitment to EDI, we are signatories to the United Nations Global Compact, respecting and taking actions to protect the 10 principles in terms of Human Rights, Labour, Environment and Anti-Corruption, including the elimination of discrimination in respect of employment and occupation.

Scope

It is TYPSA Group's philosophy to embed equality, diversity and inclusion into everything it does, both internally and externally. This Equality, Diversity and Inclusion statement supports delivery of corporate objectives

TYPSA is committed to eliminating unlawful discrimination, harassment and victimisation and to advancing equality of opportunity and fostering good relations between different groups. TYPSA fully embraces a diverse workforce and expects the same of its clients, business partners and supply chain.

Aims

Our commitment with regard to Equality, Diversity and Inclusion ensures that there is no unjustified discrimination in the recruitment, retention, training and development of staff on the basis of age, disability, gender including transgender, HIV/AIDS status, marital status including civil partnerships, pregnancy and maternity, political opinion, race/ethnicity, religion and belief, sexual orientation, socio-economic background, spent convictions, trade union activity or membership, work pattern, on the basis of having or not having dependants, or on any other grounds which are irrelevant to decision-making.

We are committed to treating our clients, customers and suppliers fairly, with dignity and respect based on our commitment to EDI for their benefit and to earn and warrant their respect and confidence.

Legislation

We promote equality, good relations and inclusion aligned to all relevant legislation in the geographical regions in which we operate.

Our Integrity Management System takes account of relevant legal standards. We aim to abide by and promote equality legislation by following both the letter and the spirit of the law in this area. We try to avoid unjustified discrimination which we recognise is a barrier to equality, diversity, inclusion and human rights.

How we do this

We have integrated equality and diversity into our policies and functions in the following ways:

Recruitment

Job advertisements are written in gender neutral terms. The selection process for interview is based on initial CV and covering letters and proven experience appropriate for the job advert.

Selection for the role is based on how the potential hire interviews and demonstrates examples of knowledge and ability to undertake the role (allowing for time for training for the role). All candidates are treated equally and with respect at all times of the process whether they are chosen as TYP SA hires or are rejected.

Training for Recruiters/Hiring Managers

Managers must read and understand our Integrity Management Systems and adhere to, apply and respect the EDI principles in their daily work.

Managers are trained in best recruiting practices. Specific training is provided to avoid discrimination of any kind when conducting job interviews.

Information

To ensure a high level of understanding of TYP SA's commitment to EDI among all employees, we provide relevant policies to all staff via our company intranet and periodic communications.

Support, Talent and Career Progression

TYP SA has fair and objective recruitment and graduate training practices which ensure:

- New hires and employees are treated equally and with respect through all steps of the recruitment process and through the course of employment
- All employees have the opportunity to access career training and to apply for new roles or transfer within the group
- All employees have the right to be free from harassment and bullying or any other form of unwanted behaviour
- All employees are paid equally for work and roles of the same level

Access

We aim to make reasonable adjustments to our working arrangements, policies and practices that enable disabled people to take up employment with us, provide us with services and participate in our projects.

Supply Chain

TYP SA expects the same commitments from its supply chain and this is embedded within our standard Sub-Contractor Agreement. At TYP SA, we are open to sharing the ways in which we foster and support equality, diversity and inclusion with our suppliers. Any potential supplier is required to adhere to our Integrity Management System.

Who is Responsible for EDI

All employees and contractors of the TYP SA Group, either directly or indirectly, are responsible for supporting our policies with regards to EDI. This applies to all business practices such as employment, promotion, training as well as interaction with colleagues, clients and business partners.

Breaches of EDI

Any behaviour, actions or verbal communication which contravenes the policy will not be tolerated and will be dealt with by the TYP SA disciplinary process. Any breaches can be reported to the Director of Human Resources or by email to: discriminacion@typsa.es

In addition, all employees are able to report any practice or situation which they feel contravenes this policy by using the reporting tool on typsa.net under the "Problems, suggestions for improvement, queries" section and using the "Integrity" drop down tab.



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