Our Commitment

IPEM recognises and values the importance of diversity in its employees and membership. We actively promote the richness that diversity brings and take the commitment to equal opportunities seriously. We base our relationships with members, employees, partners and other stakeholders on mutual respect and appreciation of individual differences.

IPEM opposes discrimination or harassment on the grounds of age, disability, gender reassignment, marriage and civil partnerships in employment, pregnancy and maternity, race, religion and belief, gender and sexual orientation. These characteristics are protected under the Equality Act 2010.

Allegations of such discrimination by members and employees will be investigated and if proved, will be considered to be misconduct and lead to disciplinary action.

Policy

To deliver on our commitment, it is IPEM's policy that:

- staff recruitment procedures and selection criteria and processes will be reviewed periodically to maintain a system where individuals are selected, promoted and treated solely on the basis of their merits;
- membership recruitment and assessment processes will be reviewed periodically to maintain a system where membership in each category is offered solely on the basis of merit, as exemplified by appropriate standards of education, training and experience;
- reasonable adjustments in the case of disabilities are provided;
- although primarily a United Kingdom professional body and learned society, the Institute will seek to develop personal membership throughout the international community and will seek to establish and maintain bi-lateral and multi-lateral partnerships with related international societies. We expect all of our members to act in accordance with these values and will promote this policy with our international partners.

The Trustees of the Institute and the Chief Executive Officer:

- will ensure that this policy is communicated to all members and employees and is implemented in all activities of the Institute;
- will ensure that revisions of the Professional Code of Conduct and Disciplinary Procedure applicable to members, and the Staff Handbook applicable to employees, will incorporate the principles set out in this policy;
- will ensure, as far as practicable, that employees have a secure working and learning environment free from discrimination or personal harassment, and will respond promptly and effectively, if these should occur;
will expect partners, suppliers and other stakeholders to adopt a similar approach
will review the policy and its implementation on an annual basis, updating the policy when necessary.
will review the content of the Institute’s website, and other publicity material displayed or sent out, to ensure that it represents diversity and challenges stereotypical representation.
Will review periodically application and all other forms to ensure that:
  - the language is clear to all applicants
  - there is provision for applicants to state any special requirements, so these can be considered

Responsibilities

- It is the responsibility of every member and employee to ensure his or her own conduct conforms to the expected standards and reflects the equality policy statements

Complaints

- IPEM will aim to create a supportive environment in which employees, members and other stakeholders, partners and suppliers, feel able to report any incident of discrimination or harassment.
- Complaints against members will be dealt with under the Code of Professional Conduct and Disciplinary Procedure applicable to members of the Institute.
- Complaints against staff will be handled via the IPEM Complaints Procedure and dealt with under the Disciplinary Procedure applicable to members of staff.
- Members of staff who have complaints should use the staff Grievance Procedure to make them.