

Screening of policies in accordance with Section 75 of the Northern Ireland Act 1998

Outcome of policies screened during the period: **October 2021 - December 2021**

The following policies have been screened under the Authorities equality procedures:

| Policy Title | Policy Aim | Description | Screening Outcome |
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| Disciplinary Rules and Procedures <i>Revised Policy</i> | The purpose of the Disciplinary Procedure is to promote good employment relations as well as outline a fair and consistent system to deal with any issues of conduct or other circumstances which may result in a disciplinary warning or dismissal. | <p>This policy recognises that the maintenance of standards is essential for smooth and effective operations and is particularly necessary to adhere to the organisations core values of safeguarding and respecting all its employees, workers, customers and suppliers with whom it works and those who visit our premises.</p> <p>The principles and procedures described in this policy are consistent with the guidelines published by the Labour Relations Agency (LRA) in their Code of Practice for “Disciplinary and Grievance Procedures”.</p> | Screened out – without mitigation |

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| <p>Grievance Procedure</p> <p><i>Revised Policy</i></p> | <p>The Organisation has reviewed and updated its formal grievance procedure. The purpose of this procedure is to inform employees of the steps they can take to raise an employment-related grievance with their manager.</p> | <p>It is the organisation's policy to encourage employees with grievances relating to their employment to use the procedure below to seek satisfactory solutions.</p> <p>This procedure is consistent with the guidelines published by the Labour Relations Agency (LRA) in their Code of Practice for "Disciplinary and Grievance Procedures".</p> | <p>Screened out – without mitigation</p> |
| <p>Redundancy Policy</p> <p><i>Revised Policy</i></p> | <p>It is the policy of the Organisation, by careful planning, to ensure as far as is reasonably possible, security of employment for its employees. However, it is recognised that there may be changes in the work of the organisation as a result of many factors such as the external environment, technological developments, change in customer demand requirements and financial pressures that may affect the need for staff throughout the organisation.</p> | <p>The policy sets out the organisations approach to handling redundancies in the most fair, consistent and sympathetic manner possible in an attempt to minimise any hardship that may be suffered by the employees concerned.</p> | <p>Screened out – without mitigation</p> |
| <p>Recruitment and Selection Policy</p> <p><i>Revised Policy</i></p> | <p>As an equal opportunities employer, the Organisation is committed to providing equality of opportunity in employment to all persons</p> | <p>This policy sets out the following means by which it will comply with its commitment of equality of opportunity:</p> | <p>Screened out – without mitigation</p> |

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| | when recruiting new employees or when affording our current employees with opportunities for promotion. | <ul style="list-style-type: none">-Follow the good practice recommendations of the codes of practice and other guidance issued by the Equality Commission. -Not discriminate unlawfully against any person. -Select the best person for the job in terms of qualifications and abilities. | |
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