



Palpung Changchub Dargyeling

Tibetan Buddhist Meditation Centre

&

Palpung Maitri House

House of Friendship

Community Venue

Updated 28.10.2022

Equal Opportunities Policy

Palpung Wales Position Statement:

Palpung Changchub Dargyeling, under the governance of Sherabling Foundation UK and here known as Palpung Wales is committed to a policy of treating all staff, volunteers and visitors fairly with equality of opportunity.

Palpung Wales believes in the value of diversity and promoting equality. We seek to maximise the potential of all our staff and volunteers, encourage them and ourselves to be responsive to new ideas, and to equip them for life in a multicultural and diverse society.

We seek to be an organisation that fully reflects the society we serve, recognises, respects and values the differences that people bring to the workplace and community, and seeks to serve the interests of all sections of our diverse society. Accordingly, no staff member, volunteer, visitor or contractor shall be discriminated against on the grounds of gender, age, marital status, sexuality, ethnic or racial origin, colour, social class, religion or disability.

It is our aim to provide a supportive environment in which to work, where we all treat each other with dignity, courtesy and respect. We will take such steps as

are reasonable and practicable to ensure that opportunities for volunteering, participation and access to services are equally accessible to all.

We recognise that the ethos of valuing diversity and promoting equality rests on a firm foundation of good equal opportunities practice. To that end we intend to uphold and, wherever possible, exceed the guidance provided by anti-discrimination and related legislation.

No staff member, volunteer, visitor or contractor shall receive less favourable treatment or consideration or be disadvantaged on the grounds of gender, race, ethnic or national origin, colour, disability, age, gender re-assignment, sexual orientation, religion or belief, marriage or civil partnership, pregnancy or maternity, (other than in respect of the retirement policy).

Staff and Volunteer Appointment Practices

We will actively assess our working practices to ensure equality of opportunity and best practice by:

- Providing, where practicable, a variety of forms of flexible working practices to suit staff and volunteers.
- Formally investigating where individual needs for flexibility have not been provided.

Appointment of Staff and Volunteers

We will make every effort to effectively recruit staff and volunteers that broadly reflect the diverse make-up of the local community, by;

- Ensuring that young and old applicants, are not disadvantaged during recruitment, by virtue of their age.
 - Providing, where possible, flexible working patterns to suit staff and volunteers.
 - Using objective, simple and clear application forms which contain our Equal Opportunities Policy Statement.
 - Ensuring persons responsible for selection procedures are competent to make appointment decisions on an objective basis.
 - Applying only criteria which are specifically required for the role and avoiding other issues which do not affect ability to carry out the role.
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Palpung Wales will offer all positions on the basis of competency, performance and ability.

The permitted exceptions to the above are that:

- The Spiritual Director will be ordained in the Karma Kagyu - Palpung Tradition which is the tradition of Buddhism the Sherabling Foundation UK supports as specified in the deed of trust of the Sherabling Foundation UK.
- Some Buddhist courses the centre offers are restricted to those people who have completed the preliminary practise requirements for the course.
- Longer retreats are offer at the discretion of the Palpung Wales Spiritual Director and/ or on provision of 2 references.

Implementation of the Policy

Disciplinary action will be taken against any staff member or volunteer who is found to have committed an act of unlawful discrimination. Serious breaches of this policy including evidence of harassment and/or victimisation will be treated as gross misconduct.

All staff members and volunteers have a personal responsibility for the practical application of this policy and are required to demonstrate a commitment to ensure that there is no unlawful discrimination.

Palpung Wales is committed to an on-going programme of action to ensure that the Equal Opportunities policy is implemented and reflected throughout its activities. Guidelines will be available to ensure that everyone is made aware of the issues involved.

Palpung Wales's grievance procedure is available to anyone who believes that they may have been unlawfully discriminated against and this procedure can be found in the [Volunteer Handbook](#).

In case of any doubt or concern about the application of the policy anyone can and should consult the Trustees.

Implementation of the Policy

We will:

- Communicate our commitment to valuing diversity and promoting equality, in conjunction with related policy documents, and other communications as appropriate.
- Promote and support the development of good practice at all levels both internally, and externally during delivery of our services.
- Ensure that the procedures for staff, volunteers and visitors who believe they have suffered from the unacceptable behaviour of others are fair and unbiased. All allegations of unacceptable behaviour will be investigated thoroughly and will be dealt with appropriately.
- Fulfil our statutory obligations under current and subsequent legislation.
- The Trustees will take the lead in implementing this policy, and associated action plans; and will give their support to identifying and changing processes and practices which deny or limit fair and equal treatment.
- All staff, volunteers, visitors and contractors have a duty to comply with this policy. Any breach will be regarded as serious and could lead to exclusion from further activity in accordance with the appropriate procedures.

Monitoring & Review

We shall regularly monitor the standard of our services to ensure that we continue to uphold and promote good equality practices.

This policy shall be reviewed on an annual basis.
