

EQUAL OPPORTUNITIES POLICY STATEMENT - INFORMATION FOR CANDIDATES

Augentius is an equal opportunity employer. The aim of the policy is to ensure that no potential or current employee receives less favourable treatment on the grounds of sex, marital status, race, colour, nationality, ethnic or national origin, religion, age, disability, or any other personal attribute which is not relevant to the performance of the job.

To ensure that the Equal Opportunities Policy is effective the following will apply:

The overall responsibility for its implementation is allocated to the Board. This in turn is delegated via the management structure to all Partners, Directors, Managers and others responsible for activities mentioned within the Equal Opportunities Policy and Procedure.

The responsibility for providing equal opportunities for all job applicants and Employees rests primarily with the Company. Employee representatives have been consulted and agree with the principles of the Company policy.

Job applicants and Employees will be treated with equal consideration regardless of sex, marital status, race, colour, nationality, ethnic or national origin, religion, age, disability, or any other personal attribute, which is not relevant to the performance of the job.

No applicant or employee will be placed at a disadvantage by requirements or conditions, which have a disproportionately adverse effect on his or her particular group and cannot be shown to be necessary to the satisfactory completion of the job.

Entry into the Company and progression within it will be determined solely by the application of objective criteria, personal performance and merit

Augentius will cater for those with special requirements for attendance at interview and provide suitable materials for those partially sighted or blind applicants. Please inform us accordingly if such assistance is required.

JOB REQUIREMENTS

Any qualification or requirements applicable to a job shall be capable of being demonstrated as being justifiable and necessary to the job.

GRIEVANCES

Any external applicant who feels that they have been subjected to discrimination in the recruitment process should contact the **HR Manager, Augentius Fund Administration LLP Two London Bridge, SE1, 9RA** : telephone number **02073975257** immediately; who will fully investigate the complaint.