



## Equal Employment Opportunity Policy

### Policy Statement

HNZ is committed to the principles of ensuring that all employees are provided with equal opportunities by promoting a non-discriminatory, culturally sensitive and safe working environment in which all employees have the opportunity to develop to their full potential. HNZ aims to ensure that everyone is treated on an equitable basis in the workplace, on the basis of their skills and abilities, whatever their differences in other respects. This relates to all employment matters including:

- recruitment procedures and selection criteria for the appointment or engagement of employees;
- terms, conditions and benefits of employment for all employees;
- career progression, promotion, transfer, retrenchment and dismissal, training and development for all employees;
- gender equality/equal pay; and
- having a workplace that is free from discrimination and harassment.

### Purpose

This policy provides guidance on how Hockey New Zealand (HNZ) ensures an inclusive, diverse workforce.

### Scope

This policy applies to all employees and prospective employees of HNZ.

### Policy

#### Definition of Workplace

The Workplace is defined as the place where the employee works and includes work functions, or other work-related settings, such as business trips, training sessions, events and tournaments.

#### Recruitment

HNZ is committed to equality in the recruitment and selection of employees and to ensure that all applicants are treated on an equitable basis. There will be no unlawful discrimination on the basis of gender, race, family and employment status, religion, political belief, ethical belief, age, sexual orientation, disability or other grounds set out in the Human Rights Act 1993.

#### Terms, Conditions, Benefits of Employment

Terms and conditions of the employment, and the benefits provided as part of their employment will be assessed on an equitable basis having regard to the particular circumstances of each person's role.

### **Career Progression, Promotion, Transfer and Training**

All decisions in relation to career opportunities and progression, promotion, transfer and retrenchment or dismissal will be based on individual merit (i.e. a person's ability to do the job). Everyone has the opportunity to compete equally on the basis of relative merit and to be treated in accordance with his or her own merits. Hockey New Zealand is committed to providing ongoing training and development for everyone and there is equal opportunity for everyone to have access to and participate in all such relevant training and development.

### **Gender Equality**

Hockey New Zealand is committed to gender equality in the workplace and recognises its responsibilities under the Human Rights Act 1993 (and the Employment Relations Act 2000).

Including in relation to:

- the gender make-up of the workforce;
- availability of flexible work arrangements;
- equal remuneration;
- the provision of parental leave for men and women;
- consultation with employees on gender equality matters;
- procedures for dealing with sexual harassment and discrimination in the workplace; and other terms and conditions and benefits of employment. If you have any queries about any of these issues please contact the Chief Executive.