

Diversity & Inclusion Policy

Purpose

At Insight Building Corp, we believe that a diverse and inclusive workplace is essential for fostering innovation, enhancing performance, and driving business success. This Diversity and Inclusion Policy outlines our commitment to creating an environment where all employees, clients, and partners feel valued, respected, and empowered to contribute to our collective success.

Scope

This policy applies to all employees, contractors, clients, and partners of Insight Building Corp, and extends to all aspects of our business operations, including recruitment, employment, training, promotion, and service delivery.

Principles

Our commitment to diversity and inclusion is reflected in several key areas:



Equality of Opportunities

We are committed to providing equal opportunities for all employees and applicants regardless of race, ethnicity, nationality, gender, gender identity, sexual orientation, age, disability, religion, or any other characteristic protected by law.



Respect and Dignity

We strive to maintain a workplace where all individuals are treated with respect and dignity. Discrimination, harassment, or bullying in any form will not be tolerated.



Inclusive Culture

We aim to create a culture of inclusion where diverse perspectives are encouraged and valued. We believe that diverse teams are more innovative and effective, and we actively seek to build teams that reflect the diversity of the communities we serve.



Learning and Development

We provide ongoing training and development opportunities to ensure all employees understand the importance of diversity and inclusion, and have the skills to contribute to a supportive and inclusive workplace.



Accessibility

We are committed to ensuring our workplace is accessible to all employees, including those with disabilities. We will provide reasonable accommodations to support employees in performing their roles effectively.



Community Engagement

We actively engage with diverse communities and seek to build partnerships that promote diversity and inclusion within and outside our organisation.

Responsibilities

Insight Building Corp will ensure that all employees understand and embrace their roles in fostering a diverse and inclusive workplace:

- ✔ **Leadership**
Our leadership team is responsible for promoting diversity and inclusion at all levels of the organisation. They are accountable for creating and maintaining an inclusive culture and for implementing this policy.
- ✔ **Managers and Supervisors**
Managers and supervisors are responsible for ensuring that their teams understand and comply with this policy. They must lead by example, addressing any issues of discrimination or exclusion, and supporting the diverse needs of their team members.
- ✔ **Employees**
Every employee is expected to contribute to a workplace culture that respects diversity and inclusion. Employees should treat their colleagues, clients, and partners with respect and report any behaviour that undermines our commitment to diversity and inclusion.

Implementation

Insight Building Corp is committed to advancing diversity and inclusion through:

- ✔ **Recruitment and Selection**
We will use fair and unbiased recruitment practices to attract a diverse pool of candidates. Selection processes will focus on merit and the ability to perform the job requirements.
- ✔ **Training and Awareness**
All employees will receive training on diversity and inclusion to build awareness and understanding of its importance. Specialised training will be provided to managers and supervisors.
- ✔ **Policy Review and Improvement**
This policy will be reviewed annually to ensure its effectiveness and alignment with best practices. Feedback from employees and stakeholders will be used to make continuous improvements.
- ✔ **Reporting and Accountability**
We will establish mechanisms for reporting and addressing instances of discrimination, harassment, or exclusion. Employees can report concerns without fear of retaliation. All reports will be investigated promptly and thoroughly.

Insight Building Corp is dedicated to building a diverse and inclusive workplace where everyone feels valued and can contribute their best work. We believe that diversity and inclusion are fundamental to our success and are committed to upholding these principles in all aspects of our business.