

## NBBU model

### Anti-discrimination policy in recruitment and selection

#### **General principle**

The business operations of Crown Uitzendgroep B.V. are aimed at giving job-seekers a fair chance of finding work. chance of employment, regardless of their age, gender, marital status, sexual orientation political or religious beliefs, race, ethnic origin or nationality. In the recruitment and selection process, job seekers are treated equally by being judged solely are assessed on criteria that are job-related.

#### **Purpose**

The purpose of this policy is to be clear and transparent to employees and third parties about:

1. What Crown Uitzendgroep B.V. understands by discrimination/discriminatory requests;
2. What is Crown Uitzendgroep B.V.'s position on discrimination/discriminatory requests; 3. discriminatory requests;
3. Acting by employees:
  - a. What is expected of employees in terms of how they act during their work, particularly when working (in support of the business activities) around recruitment and selection;
  - b. Where the employee can go for consultation and/or a report;
4. Responsibilities of the employer.

#### **1. Definition of discrimination**

Discrimination means making direct and indirect distinctions between persons on the grounds of age, gender, marital status, sexual orientation, life political or religious beliefs, race, ethnic origin or nationality. Discrimination expressly includes responding to requests from clients to distinguish between persons in recruitment and selection on the basis of criteria that are not necessary or relevant to the proper filling of the position.

#### **2. Position of Crown Uitzendgroep B.V.**

- a. Crown Uitzendgroep B.V. rejects any form of discrimination.
- b. Clients' requests that certain criteria be taken into account in recruitment and selection certain criteria will only be honored if they are objectively justified. justification.

Objective justification exists if selecting on the requested criteria:

- Serves a legitimate purpose. This means that there is a good -job-related- reason to select on relevant criteria during recruitment and selection (an example of a legitimate purpose is safety);
- Results in the achievement of the legitimate goal; the means is appropriate to achieve the achieves the end;
- Is reasonably proportionate to the purpose; there is proportionality to to the purpose;
- Necessary because there is no other, less discriminatory way to achieve the purpose, the necessity criterion is met.

c. Crown Uitzendgroep B.V. will not tolerate discriminatory by third parties. Employees here also mean employees who perform work under the management and supervision of a hirer.

### **3. Acting by employees**

- a) Employees have a personal responsibility to be alert to requests from clients of a discriminatory nature, recognize such requests and to take care not to cooperate with them.
- b) If the employee is in doubt as to whether or not an objective justification in a client's request that certain criteria be considered in recruitment and selection to take certain criteria into account during recruitment and selection, or has questions about how to handle a request. handled, the employee may contact Manager for consultation.
- c) If the employee identifies discrimination and wishes to raise it, wants to report abuse or misconduct and/or has a confidentiality issue, If this does not lead to a satisfactory result for the employee, the employee employee, the employee may contact Management.

### **4. Employer's Responsibilities.**

Crown Uitzendgroep B.V. is responsible for:

- a) Creating a safe working environment where people treat each other with respect, there is room for constructive constructive consultation and preventing and dealing with undesirable behavior in any form whatsoever. is dealt with;
- b) The awareness and implementation of this antidiscrimination policy. By this includes ensuring that employees:
  - are informed about and familiar with the policy. This will be realized following way, employees are informed about the anti-discrimination policy at the start of their employment. anti-discrimination policy..;
  - have received proper instructions on how to recognize discrimination and discriminatory requests recognize. This will be realized in the following way, new employees will receive at employment how to deal with discrimination.
  - are prepared for the situation that they are confronted with a discriminatory request and know how to conduct and turn the conversation with clients and turn around. This is realized in the following way New employees receive an submitting a request explain how to deal with discrimination.
- c. Evaluation and adjustment of this policy.