

Scope

The purpose of this policy is to direct and discipline employment practices to ensure that the objectives of the Company are achieved, especially those objectives which are related to unfair discrimination and the demographic composition of the workforce and to provide guidance on the recruitment of staff to comply with the provisions of the Labour Relations Act 66 of 1995 and the requirements of the Employment Equity Act of 1998.

Policy

Silcom is fully committed to the maximum utilization of employees' abilities and to the principles of equal employment opportunity. The opportunities within the organization are available equally to all. The company aims to eliminate all forms of unfair discrimination in the recruitment and selection of staff.

Policy Objectives

- Attract and employ suitable and competent people, according to their ability, qualifications and competencies required to fulfill the job requirements, without having regard to discrimination factors, such as race, color, religion, sex, sexual orientation, HIV status, language, political opinion, marital status and age or any other arbitrary ground.
- Equal employment opportunity takes place in all employment practices: hiring, promotion, demotion, transfer, recruitment, termination, rates of pay or other forms of compensation and selection for training.
- Affirmative action will be taken to ensure that all employment decisions, including but not limited to those involving recruitment, hiring, promotion, training, compensation, benefits, transfer, discipline and discharge are free from unlawful discrimination.
- The company endeavors to provide every employee with a harassment-free working environment. Everyone shares the responsibility for understanding the importance of a respectful work environment and for assuring that everyone is welcomed, accepted and rewarded according to his or her contribution to the attainment of our goals and objectives.
- The company will provide reasonable accommodation to otherwise qualified individuals with a disability consistent with the law if the need arises. What constitutes a reasonable accommodation depends the circumstances and thus will be addressed by the Company on a case-by-case basis.
- The same terms and conditions shall apply for employees doing the same work or work of an equal value.
- The company believes that a positive, results-oriented action to advance equal employment opportunity serves the best interests of the company, its employees and the communities in which it operates.
- All managers are responsible for assuring full compliance with this policy in their respective areas. Each employee is responsible for supporting equal opportunity, assisting the company in meeting the objectives.
- Any action inconsistent with the policy should be reported by making use of the existing grievance procedure of the company.