

MAA INTERNATIONAL



EQUAL EMPLOYMENT OPPORTUNITY

maa

Work Product Unique ID: POL-HR001

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Version 3.1, Effective Immediately

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1 INTRODUCTION

MAA International (MAA) recognises that Equal Employment Opportunity is a matter of employment obligation, social justice and legal responsibility. It also recognises that prohibiting discriminatory policies and procedures is sound management practice.

This policy has been designed to facilitate the creation of a workplace culture that maximises organisational performance through employment decisions. These decisions will be based on real business needs without regard to non-relevant criteria or distinctions, and will ensure that all decisions relating to employment issues are based on merit.

1.1 PURPOSE

This policy is designed to ensure that MAA complies with all of its obligations under the relevant legislation.

1.2 DEFINITIONS

- **Discrimination:** consists of treating an individual with a particular attribute less favourably than an individual without that attribute or with a different attribute under similar circumstances. It can also involve seeking to impose a condition or requirement on a person with an attribute who does not or cannot comply, while people without that attribute do or can comply.
- **Equal Employment Opportunity:** consists of ensuring that all employees are given equal access to training, promotion, appointment or any other employment related issue without regard to any factor not related to their competency and ability to perform their duties.
- **Victimisation:** happens where an employee is treated harshly or subjected to any detriment because they have made a complaint of discrimination or harassment. Victimisation will also happen if a person is subjected to a detriment because they have furnished any information or evidence in connection with a discrimination complaint.

2 POLICY & PROCEDURES

2.1 POLICY STATEMENT

MAA is an equal opportunity employer and will provide equality in employment for all people employed or seeking employment.

Every person will be given a fair and equitable chance to compete for appointment, promotion or transfer, and to pursue their career as effectively as others.

Consistent with this, MAA will not condone, and regards as unfair, all forms of unlawful discrimination or vilification, including that which relates to:

- gender;
- pregnancy;
- marital/domestic status;
- disability;
- race, colour, national extraction, social origin, descent, and ethnic, ethno-religious or national origin;
- age;
- family responsibilities, family status, status as a parent or carer;
- racial classification;
- religious belief or activity;
- political belief or activity;
- industrial activity;
- employer association activity;
- trade union activity;
- physical features;
- profession, trade, occupation or calling;
- medical record; and
- criminal record.

In all cases no factors other than performance and competence are to be used as the basis for performance assessment, training and development opportunities and promotions.

This policy is to be used in conjunction with the Discrimination, Harassment and Affirmative Action policies.

3 REVISION HISTORY

Document version details	
Version identifier:	V3.1
Date amended:	31 December 2025
Approved by CEO:	Ahmad Malas
Review date:	31 December 2026 or as required