

REPRESENTATIVE EXAM MODULE 5



GENISTAR
Financial Freedom For All

TOPICS AND EXAM INFORMATION

In this model we'll be covering:

- Equality, Diversity and Inclusivity
- Bullying and Harassment

EXAM

After you have gone through the learning materials, you will take an exam to test your understanding.

- Multiple-choice questions
- Not timed
- Refer to your notes
- Three attempts to pass

ADDITIONAL SUPPORT

The video presentation should cater to most learning styles, but if you have additional support needs, you must notify us before you use your 3 attempts.



EQUALITY, DIVERSITY AND INCLUSIVITY

WHAT DOES IT MEAN?

EDI ensures fair treatment and opportunity for all.



EQUAL OPPORTUNITY



DIFFERENT IS GOOD



WELCOMED AND VALUED

Equality means making sure every individual has **equal opportunities**.

Diversity is about taking account of the differences between people and groups of people and **placing a positive value on those differences**.

Inclusivity is about creating an environment where everyone feels **welcome and valued**.

WHAT IS EQUALITY?

Equality is ensuring individuals or groups of individuals are treated fairly, equally and no less favourably, specific to their needs. This incorporates areas such as race, gender, disability, religion or belief, sexual orientation and age.



WHAT IS EQUALITY?

EQUALITY IS ABOUT GIVING EVERYONE FAIR AND EQUAL OPPORTUNITIES

In Britain, there are specific laws around treating people fairly in the workplace. These are known as the Equality Act 2010. Equality doesn't start and end with the law. A truly equal working environment goes above and beyond to create a culture with diversity, inclusion and equal opportunities at its heart.



WHAT IS DIVERSITY?

EQUALITY, DIVERSITY & INCLUSIVITY

Diversity is reflected in the range of people in your work environment.

A **diverse environment** will include people of different ages, religions, ethnicities, disabilities and genders. It will also include people from a range of social backgrounds and education levels who better represent the population.

At Genistar we value diversity and believe that it adds a richness to our company. We understand that everyone is unique, and we acknowledge and respect their individuality.

WE FEEL VALUED AT GENISTAR!



WHAT IS INCLUSIVITY?

Inclusivity aims to recognise, respect and value people's differences. It is allowing them to contribute and realise their full potential.

Genistar aims to promote an inclusive culture for everyone in our business.

While diversity focuses on representation, inclusion is all about making sure everyone feels welcome, safe, accepted and valued.

Everyone has equal access to opportunities and resources.



EQUALITY ACT 2010

The **Equality Act of 2010** brings together over 116 separate pieces of legislation into one single act, and sets out the ways in which it is unlawful to treat someone.

This act provides a legal framework to protect the rights of individuals and advance equality of opportunity for all.

The Equality Act legally protects people from discrimination in the workplace and wider society.



TYPES OF DISCRIMINATION

Discrimination is when a person is treated unfairly or badly because of something about themselves.

There are several different types of discrimination, including:

Direct Discrimination

Indirect Discrimination

Associative Discrimination

Perceptive Discrimination

Harassment

Victimisation

Disability Discrimination

PROTECTED CHARACTERISTICS



No matter how poorly someone is treated, it doesn't count as discrimination unless they've been treated that way because they have, seem to have, or associate with someone who has, a protected characteristic.

These nine protected characteristics are outlined in the Equality Act 2010.

It is against the law to discriminate against anyone for the following:

Age	Gender	Being/Becoming Transsexual or Transgender person
Being married or in a civil partnership	Disability	Race (Including colour, nationality, ethnic or national origin)
Being pregnant or on maternity leave	Religion, belief or lack thereof	Sexual Orientation

TYPES OF DISCRIMINATION

DIRECT DISCRIMINATION

One person is treated worse than another person because they have, are perceived to have, or associate with someone who has, a protected characteristic.



INDIRECT DISCRIMINATION

It doesn't directly involve treating one person worse than another. Instead, there will be a rule or practice in place for everyone that puts people with a protected characteristic at a disadvantage.

With indirect discrimination, everything looks equal on the surface, but underneath it's not.



TYPES OF DISCRIMINATION

ASSOCIATIVE DISCRIMINATION

Associative discrimination happens when someone is treated less favourably because of someone else's protected characteristic.

PERCEPTIVE DISCRIMINATION

Discrimination against an individual because of a perception that they have a protected characteristic when they do not, in fact, have that protected characteristic.

For example:

Assuming someone's sexuality because of the way they look or act.



DEFINING DISABILITY

The definition of disability in the Equality Act 2010 is:

Someone with a physical or mental impairment which has a substantial or long-term adverse impact on their ability to carry out normal day-to-day activities.

DISABILITY DISCRIMINATION:

Treats a disabled individual less favourably than others because of their disability.



WHAT IS NOT ACCEPTABLE?



A rant about 'women drivers'



Someone being told to 'man up'



Jokes about 'losing to a girl'



A man 'babysitting' his own child

We don't all have the authority to change policies in daily life. However, there is still a lot we can do to work towards gender equality in our everyday lives.

Let's look at an example of the kind of language we use every day.

Which of these have you heard before?



Someone suffering 'man flu'



Someone being told to 'grow a pair'

STATISTICS

- ❑ In the UK, people of colour make up only 3.5% of people at the top of UK organisations, compared to 13% of the population.
- ❑ Fewer than 1 in 20 disabled people are in paid jobs.
- ❑ 1 in 5 LGBTQ+ people are bullied at work.
- ❑ Ethnic minority workers earn 37% less than their white counterparts.
- ❑ There are more leaders at top companies called James than there are female leaders altogether.
- ❑ 1 in 5 mothers are harassed or bullied at work because of having children. 1 in 9 are pushed out of their jobs altogether.
- ❑ Inequality is everywhere. We need you on board!

YOU ARE PROTECTED BY THE LAW

EQUALITY, DIVERSITY & INCLUSIVITY

If needed or necessary, you can report any incident to the Human Resources Team at the Field Support Centre via telephone or email HR@genistar.net

It's natural to feel anxious about reporting any incident, but the law specifically protects people who do so.

You can't be treated worse because you've complained about discrimination, raised anything to do with discrimination or supported someone else's discrimination claim.

If you have experienced or witnessed any form of discrimination, if comfortable, you can report to your upline.





BULLYING & HARASSMENT

WHAT IS BULLYING & HARASSMENT?

While not exactly the same thing, bullying and harassment are similar and often discussed together.

They both consist of unwanted behaviour from a person or group, that:

- Is offensive, intimidating, malicious, insulting or violates your dignity.
- Is an abuse or misuse of power that undermines, humiliates, or causes physical or emotional harm to someone.
- Creates a hostile, degrading, humiliating or offensive environment.

The difference -

If these behaviours are related to certain **protected characteristics**, they will be classed as harassment. Bullying is not related to protected characteristics but could still lead to other legal issues.

A behaviour can be classed as harassment or bullying if:

- It has one of these effects even if it was not intended.
- It was intended to have one of these effects even if it did not have that effect.



SPOTTING HARASSMENT



Let's take a look at what the Equality Act 2010 says about harassment...

Firstly, the law defines harassment as unwanted conduct. So, to start with, there must be someone who's unhappy that it's happening. This can be the victim or a witness.

Next, the bullying or harassment must create an intimidating, hostile, degrading, humiliating or offensive environment for that person.

Finally, the conduct must be based on a protected characteristics in the Equality Act 2010. The victim could have, seem to have, or associate with someone who has, a protected characteristic. General comments about a protected characteristic also count.

THIRD-PARTY HARASSMENT

Third-party harassment is when workers or employees feel intimidated or offended by someone from outside their workplace.

A third party could include a client, customer, supplier, visitor, contractor, service user etc.

Employers can be legally liable for the harassing conduct of third parties, if they fail to take reasonable action to prevent the third party from doing so.



Thanks for reporting this issue to us, we'll take care of it!

FIELD SUPPORT
CENTRE

REPRESENTATIVE

EXAMPLES OF BULLYING & HARASSMENT

Bullying and harassment can be either physical or psychological.

The test of whether an action is harassment is whether it is related to a protected characteristic.

- Cyberbullying on social media or online
- Practical jokes, jokes, banter or inappropriate humour at the expense of an individual
- Mimicry
- Displaying sexually graphic pictures, posters or photos
- Sexual comments, jokes or gestures

- Unreasonable exclusion of an individual from team events or meetings
- Yelling, using profanity and using threatening language/aggression
- Giving impossible deadlines and setting one up to fail
- Gaslighting an individual or not believing their struggles
- Suggestive looks staring or leering
- Propositions and sexual advances
- Making promises in return for sexual favours
- Intrusive questions about a person's private/sex life or a person discussing their own sex life
- Sexual posts or contact on social media
- Sending sexually explicit emails or text messages
- Spreading sexual rumours about a person
- Unwelcome touching, hugging, massaging or kissing

YOU ARE PROTECTED BY THE LAW

If you have experienced or witnessed any form of bullying or harassment, if you feel comfortable, you can report it to your upline.

If needed or necessary, you can report any incident to the Human Resources Team at the Field Support Centre via telephone or email HR@genistar.net

If you are treated badly because you complain about discrimination, or you help someone who has been discriminated against, this is called victimisation and it is illegal.

It's natural to feel anxious about reporting bullying and harassment, but the law specifically protects people who do so. As long as your complaint has been made in good faith (meaning, its genuine and you have been honest), you're protected from being treated any differently because of it.

A single act of harassment is enough to make a complaint, but if it's part of an ongoing situation, keeping a written record (such as emails, messages, dates and witnesses) is helpful as evidence.





THANKS FOR WATCHING!

You must now answer some questions about what you have just learnt!



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