

## **Fair Work First**

### **Fair Work First Statement**

EMMS International recognizes and verifies its commitment to Fair Work First, the Scottish Government's policy for driving good quality and fair work in Scotland.

In line with the policy, EMMS International recognizes that delivery of high-quality service is critically dependent on a workforce which is well-rewarded, well-motivated, well-led, has access to appropriate opportunities for training and development, is diverse and inclusive, and can influence decision-making. EMMS International also recognizes that these factors are important for workforce recruitment and retention, and thus continuity of service delivery. EMMS International's commitment to fair pay is evident in our long-standing certification as a Living Wage Employer; please see the Living Wage Foundation's kitemark on our website.

EMMS International verifies our commitment to Fair Work First and confirms that this position has been developed in agreement with staff.

*Sarah Gibson, Director of Programmes, 20th June 2024*

### **Effective Voice Statement**

EMMS International actively fosters a partnership approach between workers and the employer to ensure fair and equitable treatment of all employees. As a Living Wage Employer, accredited by Living Wage Scotland, EMMS guarantees that all directly employed staff aged 18 and over receive the real Living Wage. Salaries are reviewed annually, with potential cost-of-living increases applied in line with relevant indices, ensuring pay remains fair and competitive.

The organisation has comprehensive policies in place to support fair treatment, including a Grievance Procedure, Capability/Performance Management Policy, Disciplinary Procedure, and an Anti-Bullying and Anti-Harassment Policy. Employees are entitled to be accompanied by a trade union representative or colleague during hearings related to these policies, reinforcing a commitment to transparency and support. Furthermore, EMMS International's core values—such as “We are Empowering”—highlight the importance of mutual feedback, development opportunities, and a collaborative team environment.

Staff involvement is encouraged through monthly all-staff meetings, regular one-to-one sessions with line managers, and annual appraisals. Additionally, EMMS International holds six-monthly meetings between the Workforce Representative and the CEO to provide updates on the effectiveness of employee voice within the organisation. This inclusive approach ensures that workers' concerns and suggestions are heard and acted upon.

EMMS International upholds equal opportunities, offering a supportive and inclusive environment. Employees benefit from policies such as enhanced maternity and paternity leave, flexible working arrangements, and access to health and well-being services through Aviva DigiCare+. The organisation does not use zero-hours contracts, further demonstrating its commitment to stable and equitable working conditions.

In summary, EMMS International's approach to employee relations, fair pay, inclusive policies, and open communication channels ensures that workers, their representatives, and the employer work together in partnership to create a fair, respectful, and supportive workplace for all.

*Steve McManus, Workplace Representative & Head of Partnerships and Philanthropy, with Cathy Ratcliff, CEO, 25th June 2025.*