

**Pwyllgor Rheoli NEUADD BENTREF RHIWLAS Management Committee**

**Datganiad Polisi Cyfle Cyfartal Equal Opportunities Policy Statement**

Mae Pwyllgor Rheoli Neuadd Bentref Rhiwlas yn cydnabod bod gan bawb gyfraniad i'w wneud i'n cymdeithas a hawl i driniaeth gyfartal. Ein nod yw sicrhau, wrth ystyried Deddf Cydraddoldeb 2010, na wahaniaethir yn erbyn unrhyw aelod o'r pwyllgor, gwirfoddolwr, sefydliad nac unigolyn yr ydym yn darparu gwasanaethau ar eu cyfer, ar unrhyw sail annheg o gwbl. Mae hyn yn cynnwys;

- Oedran
- Cyfrifoldebau anabledd neu ofalu.
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- Ailbennu rhywedd.
- Priodas a phartneriaeth sifil.
- Beichiogrwydd a mamolaeth.
- Hil.
- Crefydd neu gred.
- Rhyw
- Cyfeiriadedd rhywiol

Ein nod yw meithrin ymwybyddiaeth o ragfarn ym mhob un sy'n gweithio i a chyda Pwyllgor Rheoli Neuadd Bentref Rhiwlas, a'n nod yw annog dileu rhagfarnau o'r fath.

Ein nod hefyd yw sicrhau nad yw aelodau pwyllgor, gwirfoddolwyr, defnyddwyr y gwasanaethau a staff sy'n gweithio gydag unigolion a chyda sefydliadau y mae Pwyllgor Rheoli Neuadd Bentref Rhiwlas yn darparu gwasanaethau ar eu cyfer yn dioddef gwahaniaethu, a lle mae hyn yn digwydd, mae Pwyllgor Rheoli Neuadd Bentref Rhiwlas yn ymrwymo ei hun i gymryd camau cadarnhaol yn erbyn gwahaniaethu o'r fath.

Mae Pwyllgor Rheoli Neuadd Bentref Rhiwlas wedi ymrwymo i:

*Neuadd Bentref Rhiwlas Management Committee recognises that everyone has a contribution to make to our society and a right to equal treatment. We aim to ensure, in consideration of the Equality Act 2010, that no committee member, volunteer, organization or individual to whom we provide services, will be discriminated against by us on any unfair grounds whatsoever. This includes;*

- Age
- Disability or caring responsibilities.
- Gender reassignment.
- Marriage and civil partnership.
- Pregnancy and maternity.
- Race.
- Religion or belief.
- Sex
- Sexual orientation

*We aim to foster awareness of prejudice in all who work for and with the Neuadd Bentref Rhiwlas Management Committee, and we aim to encourage the removal of such prejudices.*

*We also aim to ensure that committee members, volunteers, users of the services and staff working with individuals and with organisations for which the Neuadd Bentref Rhiwlas Management Committee provides services do not suffer discrimination, and where this occurs, the Neuadd Bentref Rhiwlas Management Committee commits itself to taking positive action against such discrimination.*

*Neuadd Bentref Rhiwlas Management Committee is committed to:*

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| <ul style="list-style-type: none"> <li>• fynd i'r afael, yn gadarnhaol, â chyfleoedd i gymryd rhan yn llawn yn Neuadd Bentref Rhiwlas</li> <li>• fabwysiadu system effeithiol i fonitro ymarfer o ran sicrhau cyfle cyfartal</li> <li>• hyrwyddo arfer da o ran cyfle cyfartal i sefydliadau ac unigolion sy'n ymwneud â gwaith Pwyllgor Rheoli Neuadd Bentref Rhiwlas.</li> </ul> <p>Yn arbennig bydd Pwyllgor Rheoli Neuadd Bentref Rhiwlas yn:</p> <ul style="list-style-type: none"> <li>• gweithio i sicrhau bod ei holl wasanaethau yn cael eu darparu mewn ffordd sy'n hyrwyddo ymwybyddiaeth o hawliau ac anghenion pobl o grwpiau lleiafrifol ac yn galluogi pawb i gael mynediad i'r gwasanaethau hynny</li> <li>• gweithio i sicrhau bod holl delerau ac amodau cyflogaeth a gwirfoddoli Neuadd Bentref Rhiwlas yn adlewyrchu ystod o anghenion a diddordebau sy'n cwmpasu pobl a allai fod dan anfantais fel arall.</li> </ul> <p>Polisi Pwyllgor Rheoli Neuadd Bentref Rhiwlas yw sicrhau nad yw'r un person yn cael ei ystyried yn llai ffafriol nag eraill wrth ddethol a phenodi aelodau neu wrth recriwtio gwirfoddolwyr neu wrth ddefnyddio gwasanaethau.</p> <p><b>Arferion recriwtio a dyrchafu</b></p> <p>Bydd Pwyllgor Rheoli Neuadd Bentref Rhiwlas yn sicrhau cyfle cyfartal i bob gwirfoddolwr, unigolyn a sefydliad; Bydd yn sicrhau:</p> <ul style="list-style-type: none"> <li>• yr adolygir arferion yn barhaus er mwyn sicrhau nad yw strwythur a chynnwys yn agored i wahaniaethu</li> </ul> | <ul style="list-style-type: none"> <li>• <i>addressing, positively, opportunities for full participation within Neuadd Bentref Rhiwlas</i></li> <li>• <i>adopting an effective system to monitor its practice with regard to ensuring equality of opportunity</i></li> <li>• <i>promoting good practice with regard to equality of opportunity for organisations and individuals involved in the work of the Neuadd Bentref Rhiwlas Management Committee.</i></li> </ul> <p><i>In particular the Neuadd Bentref Rhiwlas Management Committee will:</i></p> <ul style="list-style-type: none"> <li>• <i>work to ensure that all its services are provided in a way which promotes awareness of the rights and needs of people from minority groups and enables all people to have access to those services</i></li> <li>• <i>work to ensure that all Neuadd Bentref Rhiwlas Management Committee terms and conditions of employment and volunteering reflect a range of needs and interests which encompass people who may otherwise be disadvantaged.</i></li> </ul> <p><i>The policy of the Neuadd Bentref Rhiwlas Management Committee is to ensure that no person receives less favourable consideration than others in the selection and appointment of members or in the recruitment of volunteers or the use of services.</i></p> <p><b>Recruitment and promotion practices</b></p> <p><i>The Neuadd Bentref Rhiwlas Management Committee will ensure equality of opportunity for all volunteers, individuals and organizations ; it will ensure that:</i></p> <ul style="list-style-type: none"> <li>• <i>practices are continually reviewed to ensure structure and content are not open to discrimination</i></li> </ul> |
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| <p><b>Darparu gwasanaethau</b></p> <p>Bydd Pwyllgor Rheoli Neuadd Bentref Rhiwlas yn cymryd camau cadarnhaol i sicrhau bod gwasanaethau a chysylltiadau â grwpiau eraill ac unigolion yn adlewyrchu'r Polisi Cyfle Cyfartal hwn. Bydd hyn yn cael ei gyflawni drwy:</p> <ul style="list-style-type: none"> <li>• ymgynghori â grwpiau ac unigolion sydd â gofynion arbennig er mwyn nodi sut y gellir gwella gwasanaethau'r Pwyllgor Rheoli er mwyn diwallu eu hanghenion.</li> <li>• sicrhau bod pob unigolyn sy'n cynrychioli'r Pwyllgor Rheoli yn ymwybodol o'r Polisi Cyfle Cyfartal hwn, yn ei ddeall ac yn ei weithredu.</li> </ul> <p><b>Cyfrifoldebau'r Pwyllgor Rheoli</b></p> <p>Pwyllgor Rheoli Neuadd Bentref Rhiwlas:</p> <ul style="list-style-type: none"> <li>• sydd yn gyfrifol am weithredu a monitro'r polisi cyfle cyfartal hwn</li> <li>• i sicrhau bod pob unigolyn o fewn sefydliad y Neuadd Bentref, boed yn gyflogedig neu'n ddi-dâl, yn deall yn glir ac yn ymarfer yr egwyddorion a geir yn y polisi hwn</li> <li>• i sicrhau na fyddwn yn erlid unrhyw un sydd wedi darparu gwybodaeth am wahaniaethu</li> </ul> <p>Ysgrifennydd y Pwyllgor Rheoli fydd yn gyfrifol am roi'r wybodaeth ddiweddaraf i'r Pwyllgor am y datblygiadau neu'r anawsterau sy'n gysylltiedig â gweithredu'r polisi hwn neu'r gofynion a osodir arnynt.</p> <p><b>Cyfrifoldebau'r gweithiwr/defnyddwyr</b></p> <p>Aelodau Pwyllgor Rheoli Neuadd Bentref Rhiwlas a defnyddwyr ei gwasanaethau:</p> <ul style="list-style-type: none"> <li>• i gydweithredu â mesurau a</li> </ul> | <p><b>Service provision</b></p> <p><i>The Neuadd Bentref Rhiwlas Management Committee will take positive action to ensure its services to, and contacts with, other groups and individuals reflect this Equal Opportunities Policy. This will be effected by:</i></p> <ul style="list-style-type: none"> <li>• <i>consulting with groups and individuals with special requirements to identify how the Management Committee's services may be improved to meet their needs</i></li> <li>• <i>ensuring that all individuals who represent the Management Committee are aware of, understand and operate this Equal Opportunities Policy.</i></li> </ul> <p><b>Management Committee Responsibilities</b></p> <p><i>The Neuadd Bentref Rhiwlas Management Committee:</i></p> <ul style="list-style-type: none"> <li>• <i>is responsible for the implementation and monitoring of this Equal Opportunities Policy</i></li> <li>• <i>will ensure that all individuals within Neuadd Bentref Rhiwlas, whether paid or unpaid, clearly understand and practise the principles contained in this Policy</i></li> <li>• <i>will not victimise anyone who has provided information about discrimination</i></li> </ul> <p><i>It shall be the responsibility of the Management Committee's Secretary to keep the Committee fully up to date with developments or difficulties relating to the implementation of this policy or the requirements placed upon them.</i></p> <p><b>Employee's / Users responsibilities</b></p> <p><i>All members of the Neuadd Bentref Rhiwlas Management Committee and users of its services:</i></p> |
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| <p>gyflwynwyd gan y Pwyllgor i sicrhau a hyrwyddo cyfle cyfartal</p> <ul style="list-style-type: none"> <li>• i beidio arfer unrhyw fath o wahaniaethu na defnyddio iaith wahaniaethol</li> <li>• i dynnu sylw'r Pwyllgor at unrhyw weithredoedd o wahaniaethu a amheuir</li> <li>• i beidio erlid unrhyw un sydd wedi darparu gwybodaeth am wahaniaethu.</li> </ul> <p>Mae gweithredu'r polisi hwn yn llwyddiannus yn dibynnu ar ymwybyddiaeth ac ymrwymiad holl aelodau'r Pwyllgor Rheoli a'r holl wirfoddolwyr a defnyddwyr sy'n cefnogi gweithgareddau Neuadd Bentref Rhiwlas a'r rhai fydd yn bresennol mewn digwyddiadau. Yn unol â hynny, rhaid i bob aelod newydd a gwirfoddolwr fod yn ymwybodol o fodolaeth y polisi wrth ymuno yn y lle cyntaf a chael gwybod y bydd disgwyl iddynt gydymffurfio â'i ofynion.</p> <p>Bydd y polisi cyfle cyfartal hwn yn cael ei adolygu gan Bwyllgor Rheoli'r Neuadd yn flynyddol.</p> | <ul style="list-style-type: none"> <li>• <i>will be required to co-operate with measures introduced by the Committee to ensure and promote equal opportunities</i></li> <li>• <i>will neither practice any form of discrimination nor use discriminatory language</i></li> <li>• <i>will draw to the attention of the Committee any suspected acts of discrimination</i></li> <li>• <i>will not victimise anyone who has provided information about discrimination.</i></li> </ul> <p><i>The successful implementation of this policy depends on the awareness and commitment of all members of the Management Committee and all volunteers and users who support the activities of Neuadd Bentref Rhiwlas and attendees at events. Accordingly, all new members and volunteers shall be made aware of the existence of the policy when first joining and be made aware that they will be expected to conform with its requirements.</i></p> <p><i>This Equal Opportunities Policy will be reviewed by the Neuadd Bentref Rhiwlas Management Committee annually.</i></p> |
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