



## i3 Recruitment

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We, the undersigned, commit to honour the Armed Forces Covenant and support the Armed Forces Community. We recognise the value Serving Personnel, both Regular and Reservists, Veterans and military families contribute to our business and our country.

Signed on behalf of:

**i3 Recruitment**

Signed: *L. Newton*

Name: Larah Newton

Position: Managing Director

Date: 10 FEB 2016

**i3ecruitment**  
integrity, innovation and integration

# The Armed Forces Covenant

An Enduring Covenant Between  
The People of the United Kingdom  
Her Majesty's Government

– and –

All those who serve or have served in the Armed Forces of the Crown  
And their Families

The first duty of Government is the defence of the realm. Our Armed Forces fulfil that responsibility on behalf of the Government, sacrificing some civilian freedoms, facing danger and, sometimes, suffering serious injury or death as a result of their duty. Families also play a vital role in supporting the operational effectiveness of our Armed Forces. In return, the whole nation has a moral obligation to the members of the Naval Service, the Army and the Royal Air Force, together with their families. They deserve our respect and support, and fair treatment.

Those who serve in the Armed Forces, whether Regular or Reserve, those who have served in the past, and their families, should face no disadvantage compared to other citizens in the provision of public and commercial services. Special consideration is appropriate in some cases, especially for those who have given most such as the injured and the bereaved.

This obligation involves the whole of society: it includes voluntary and charitable bodies, private organisations, and the actions of individuals in supporting the Armed Forces. Recognising those who have performed military duty unites the country and demonstrates the value of their contribution. This has no greater expression than in upholding this Covenant.

## Section 1: Principles Of The Armed Forces Covenant

1.1 We i3 Recruitment will endeavour in our business dealings to uphold the key principles of the Armed Forces Covenant, which are:

- *no member of the Armed Forces Community should face disadvantage in the provision of public and commercial services compared to any other citizen*
- *in some circumstances special treatment may be appropriate especially for the injured or bereaved.*

## Section 2: Demonstrating our Commitment

2.1 i3 Recruitment recognises the value that serving personnel, reservists, veterans and military families bring to our business. We will seek to uphold the principles of the Armed Forces Covenant by:

- ***Promoting the fact that we are an armed forces-friendly organisation***
  - *We will proudly display the Corporate Covenant Logo in our Head Office and on our company website*
- ***Seeking to support the employment of veterans and other members of the Armed Forces Community for both internal and external vacancies***
  - *In line with our equal opportunities and diversity policy we will treat all applications equally*
  - *We will work with the Defence Relationship Management to develop our relationship with the Armed Forces Community*
  - *We will advertise all internal and external vacancies through the Career Transition Partnership (CTP)*
  - *Where possible, we will participate in selected Career Fairs for those leaving the Armed Forces.*
  - *We will value and recognise military skills and qualifications when interviewing and selecting applicants for vacancies*

- *For all internal vacancies, we will invite all members of the Armed Forces Community who have met the selection criteria for that particular job role for interview*
  - *We will engage with the CTP Assist to offer support as far as practical to wounded, injured or sick veterans*
  - *As we would for any of our other candidates outside of the Armed Forces Community, we will provide free support and advice on CV writing, interview preparations and any other job finding activities that would help an applicant secure employment; as well as actively contact companies on their behalf, where possible*
  
- ***Endeavouring to offer a degree of flexibility in granting leave for service spouses, partners and dependants before, during and after service person's deployment***
  - *For all internal staff we will sympathetically review requests for holidays before, during and after a partner or close family member goes on an overseas deployment.*
  - *We will consider compassionate paid leave for all internal employees whose close family members or partners are bereaved or injured*
  
- ***Seeking to support our internal employees who choose to be members of the Reserve Forces and Cadet Instructors (CI)***
  - *We will accommodate reservists' and CI training commitments wherever possible in line with our Reserve Forces Training & Mobilisation Policy*
  - *We will, where possible, accommodate the mobilisation of our reservists if they are required to deploy in line with our Reserve Forces Training & Mobilisation Policy*
  - *We will, where possible, accommodate leave for CI Annual Cadet Camps*
  
- ***Offering support to our local cadet units, either in our local community or in local schools, where possible;***
  - *We will encourage our employees to be cadet instructors, where possible*
  - *We will encourage employees to promote cadets to dependants and other family members, where possible*

- *Aiming to actively participate in Armed Forces Day and Uniform to Work Day*
- *Offering a 50% discount on our Permanent Recruitment and Online Recruitment Advertising fee's to Service leavers, Veterans, Reservists and Cadet Instructors who have already started or starting their own business*

2.2 We will publicise these commitments on our website, setting out how we will seek to honour them and inviting feedback from the Service community and our customers on how we are doing.