

(HEIW)

From: [REDACTED]@stonewall.cymru>
Sent: 19 June 2019 10:51
To: [REDACTED] (HEIW)
Subject: RE: Equality and Diversity Policy
Attachments: Draft - HEIW Equality and Diversity Policy.docx

Ha [REDACTED]

Thanks for sending this through, I've added a few recommendations to review, hope they are helpful! Below is an outline of what we are looking for in policies such as this from an LGB and T perspective:

- Clearly worded and explicit sentence/paragraph stating the organisation does not tolerate discrimination based on sexual orientation or gender identity/expression. This may be embedded within a list of other protected characteristics
- Clearly worded and explicit sentence/paragraph stating the organisation does not tolerate bullying & harassment based on sexual orientation or gender identity/expression
- Clear (and correct) examples of what HBT bullying and harassment could look like in the workplace
- **Statements must be explicit in mentioning sexual orientation**
- **Statements must be explicit in using...**
 - Gender identity and gender expression
 - Gender identity

Just to add more on to your to do list (sorry!) I've also included a run down of what we look for in other policies as well. Hopefully this will help along the road when you come to these ones as well:

Does the organisation have a policy (or policies) which includes the following?

GUIDANCE: The policy should clearly state that the organisation will not tolerate discrimination against employees on the grounds of sexual orientation or gender identity. These may be listed along with other protected characteristics. The policy/policies should also demonstrate, through careful wording, a zero-tolerance approach to homophobic, biphobic and transphobic bullying and harassment. They should explicitly include examples of what homophobia, biphobia and transphobia in the workplace may look like.

- Explicit ban on discrimination based on sexual orientation
- Explicit ban on discrimination based on gender identity and gender expression
- Explicit ban on bullying & harassment based on sexual orientation
- Explicit ban on bullying & harassment based gender identity and gender expression

Where the organisation has the following policies, do they explicitly state they are applicable to same-sex couples and use gender neutral language?

GUIDANCE: Where applicable, the policies should explicitly explicitly state that they apply regardless of the gender of an employee's partner. The policies should also avoid unnecessarily gendered language and pronouns, for example, by using the term partner instead of husband or wife (as long as you have previously stated what constitutes a partner).

- Adoption policy
- Special or Compassionate Leave Policy
- Maternity policy
- Paternity policy
- Shared Parental leave policy

Does the organisation have a policy which support employees who are transitioning?

GUIDANCE: Evidence submitted should demonstrate how information around organisational support for people transitioning is tailored to different employee groups.

- Work related guidance for an employee who is transitioning
- Work related guidance on the process for an employee to change their name and gender marker on workplace systems
- Work related guidance for HR staff on how to support an employee who is transitioning
- Work related guidance for managers on how to support an employee who is transitioning
- Work related guidance for employees on how to support a colleague who is transitioning

Does the organisation have a policy (or policies) in place to support all trans employees, including people with non-binary identities?

GUIDANCE: Policies submitted should include clear information around how the organisation supports all trans employees, including non-binary people. Guidance on dress code should be offered regardless of whether an organisation has a uniform or dress code policy.

- A clear commitment to supporting all trans people, including those with non-binary identities
- Information on language, terminology and different trans identities
- Guidance on facilities and dress code for non-binary people

[REDACTED]

All the best,

[REDACTED]

From: [REDACTED] (HEIW) [REDACTED]

Sent: 03 June 2019 08:49

To: [REDACTED]@stonewall.cymru>

Subject: Equality and Diversity Policy

Hi [REDACTED]

As you are aware HEIW has developed its first Equality and Diversity Policy as part of our Equality Impact Assessment and good practice we have released the attached draft policy for consultation today. The policy has been drawn from good practice across Wales and is hopefully reflective of our values and beliefs. The consultation period closes June 30th, I would like to personally and formally invite you to be part of this consultation, your feedback is invaluable to me.

Once it has been signed off it will be made available bilingually.

Thank you [REDACTED]

Warm regards

[REDACTED]

[REDACTED]

Addysg a Gwellu Iechyd Cymru (AaGIC) - Health Education and Improvement Wales (HEIW)

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Helpwch arbed papur – oes angen i chi printio'r e-bost yma?

Help save paper - do you need to print this e mail?

Croesawn ohebiaeth yn Gymraeg ac ni fydd hyn yn arwain at oedi. Rhowch wybod inni a hoffech ohebiaeth Gymraeg/Saesneg/dwyieithog yn y dyfodol.

We welcome correspondence in Welsh and this will not result in a delay. Please let us know if you would like Welsh/English/bilingual correspondence in the future.



BE IN YOUR COLLEAGUE'S CORNER

1 in 4 of us will experience mental health problems this year.
If a team mate is acting differently, step in.



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