

## Equality, Diversity, and Inclusion Policy

Approved by: Executive Team

Version #: V01

Healthcare Platform Institute (HPI) is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination. The aim of this policy is to make HPI truly representative of all sections of society, and for each employee to feel respected and able to give their best. The institute is also committed against unlawful and unethical discrimination of employees, volunteers, partners, beneficiaries or public.

### The policy's purpose is to:

- ✓ provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time
- ✓ not unlawfully discriminate because characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race (including color, nationality, and ethnic or national origin), religion or belief, sex and sexual orientation.
- ✓ oppose and avoid all forms of unlawful discrimination. This includes in pay and benefits, terms and conditions of employment, dealing with grievances and discipline, dismissal, redundancy, leave for parents, requests for flexible working, and selection for employment, promotion, training or other developmental opportunities

### The institute commits to:

- ✓ Encourage equality, diversity and inclusion in the workplace as they are good practice.
- ✓ Create a working environment free of bullying, harassment, victimization and unlawful and unethical discrimination, promoting dignity and respect for all, and where individual differences and the contributions of all staff are recognized and valued.
- ✓ Take seriously complaints of bullying, harassment, victimization and discrimination by fellow employees, volunteers, partners, sponsors, the public and any others in the course of the organization's work activities. Such acts will be dealt with as misconduct under the institute's grievance and/or disciplinary procedures, and appropriate action will be taken. Particularly serious complaints could amount to gross misconduct and lead to dismissal without notice.
- ✓ Review employment practices and procedures when necessary to ensure fairness, and also update them and the policy to take account of changes in the national, regional laws and regulations.

- ✓ Monitor the make-up of the workforce regarding information such as age, sex, ethnic background, sexual orientation, religion or belief, and disability in encouraging equality, diversity and inclusion, and in meeting the aims and commitments set out in the equality, diversity and inclusion policy.
- ✓ This commitment includes informing all the employees, volunteers, partners, and beneficiaries about their rights and responsibilities under the equality, diversity, and inclusion policy. All staff should understand they, as well as their employer, can be held liable for acts of bullying, harassment, victimization and unlawful discrimination, in the course of their employment, against fellow employees, volunteers, partners and the sponsors.

**Monitoring:**

HPI commits to assessing how the equality, diversity and inclusion policy, and any supporting action plan, are working in practice, reviewing them annually, and considering and taking action to address any issues.

