

Part 7 Equality impact assessment summary report

The results of equality impact assessments must be published. Please complete this summary, which will be used to publish the results of your impact assessment on the Service’s website, and return it to Business Support.

Date of assessment: 28/11/08

Manager(s) name: Steve Burnell **Role:** Equality and Diversity Manager

Business case, SOP, SIP, project or service, procedure, strategy or Service, that was impact assessed:

Dealing with complaints of discrimination, harassment, victimisation and bullying at work – Informal and Formal Procedure

Summary of findings:

A minor negative impact will be on those who are unable to reads the SOP in its current format

Summary of recommendations and key points of action plan:

An amendment is made to the form access area advising staff of easy read versions available

Groups that this business case, SOP, SIP, projector service will impact upon *															
Race		Gender		Sexual Orientation		Age		Disability		Religion/ Belief		Other		All	
+	-	+	-	+	-	+	-	+	-	+	-	+	-	+	-
✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	✓	<input type="checkbox"/>	✓	✓	✓	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

* This information should be transposed to the front page of the Business case, SOP, SIP, project or service/Procedural document