

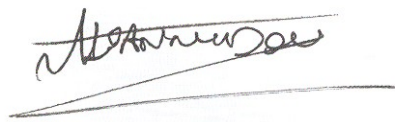
# Equality Impact Assessment

Name of the business case,  
SOP, SIP, project, service

## Procurement Process

File ref:	EIA/Proc 1.1/029	Issue No:	1
Date of Issue:	01/07/09	Review date:	01/07/10
Risk assessment completed	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	Environmental assessment completed	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Approved by:



## Part 6 Equality impact assessment improvement plan

The table below should be completed using the information from the equality impact assessment to produce an action plan for the implementation of the proposals to:

1. Lower the negative impact, and/or
2. Ensure that the negative impact is legal under anti-discriminatory law, and/or
3. Provide an opportunity to promote equality, equal opportunity and improve relations within equality target groups, ie increase the positive impact
4. If no actions [go to Part 7](#)

**Please ensure that you update your service/business plan within the equality objectives/targets and actions identified below:**

Area of concern	Action required	Person responsible	Timescale	Resource implications	Comments
Knowing our communities	Community cohesion will be improved through SFRS developing a better and fuller understanding of the community they serve.	All service areas	tbc		
Knowing our users	To develop an Equalities profile of users	E&D and all service areas	tbc		



## 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 website and return it to the HQ Business Support Team.

**Date of assessment:** 5.2.2009

**Manager(s) name:** Jane Osman **Role:** Business Support Manager

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

Proc 1.1 SOP - Requisitioning

**Summary of findings:**

Community cohesion will be improved through SFRS developing a better and fuller understanding of the community they serve.

**Summary of recommendations and key points of action plan:**

Equalities profile of users or those intended to benefit from this service needs to be developed

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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" 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

<b>Date completed:</b>	<b>19/06/09</b>	<b>Signed by CFO</b>	
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