



## **BIR diversity and inclusion policy**

1. We believe that diversity makes us a stronger organisation, able to attract the best available talent, better equipped to understand the world we operate in, and better able to serve our members.

The British Institute of Radiology (BIR) is committed to making sure that we are diverse and inclusive. This means:

- Our representatives, committees, and trustees should approximately reflect the BIR membership and the wider imaging and oncology communities
- Our staff should approximately reflect the population mix in which the BIR is based geographically
- The widest possible range of people should be encouraged to get involved, made to feel part of our community, and given the practical support they need to do so
- We should remove unnecessary barriers that make it harder for people in different circumstances to work with and for the BIR

The BIR has always been a multidisciplinary society, and it has long been a core BIR value that all members are considered equal regardless of profession or grade.

### **2. Legislation**

We will always operate in accordance with all applicable legislation, including, but not limited to the:

- Equality Act 2010
- Employment Rights Act 1996
- Part time working regulations 2000
- Rehabilitation of Offenders Act 1974
- Equal Pay Act 1970
- Employment Equal Treatment Framework Directive 2000 (as amended).

### **3. Members, volunteers, representatives, committee members and trustees**

We will work to ensure that our mix of members, volunteers, representatives, committee members, and trustees reflects the communities from which they are drawn or could potentially be drawn.

### **4. Staff**

Our staff mix should:

- Broadly reflect the ethnic mix of the region in which they are employed
- Avoid gender imbalance if possible, and in particular aim to avoid significant disparity in gender balance between management and non-management roles.

When recruiting new employees we will take steps to avoid unconscious bias at the shortlisting stage. This may include, for instance, redacting the name, age or sex of job candidates prior to the applications being seen by those responsible for shortlisting.

BIR Diversity policy	Issued: 10 December 2018	Review date: 10 December 2020
----------------------	--------------------------	-------------------------------

Wherever possible and affordable, we will ensure that jobs are advertised through media and agencies used by a diverse range of people, especially where this will help to address an imbalance.

The staff leadership team will review the diversity and gender balance of our staff team at least once a year and monitor progress, taking further steps to promote diversity if the evidence suggests it is needed.

## **5. Inclusion**

We will strive to ensure that people feel included notwithstanding their personal circumstances or additional needs, and we will take practical steps to make this a reality.

Where necessary we will enable committee members and trustees to fulfil their roles using equipment or technology to overcome obstacles, for instance by using teleconferencing, video conferencing and email to communicate. As and when needed, we will commit appropriate resources, proportionate to our available funds, to adapting our infrastructure or processes to make sure that inclusion is not curtailed.

## **6. Discrimination**

It is against the law to discriminate against anyone because of:

- age
- being or becoming a transsexual person
- being married or in a civil partnership
- being pregnant or on maternity leave
- disability
- race including colour, nationality, ethnic or national origin
- religion, belief or lack of religion/belief
- sex
- sexual orientation

These are referred to as the nine 'protected categories'. We will pay particular attention to ensuring that we don't discriminate against anyone because of a protected category, either consciously or unconsciously, and that we do not place unnecessary barriers to people being as fully involved as possible with the BIR.

## **7. Communicating this policy**

This policy will be reviewed by the BIR Council, circulated to all staff members, and included on the BIR website.

Members of each BIR management committee will be provided with a link to the policy, and also provided with a copy of the summarised statement, below, which is shorter and easier to remember than the full policy.

## **8. Monitoring progress**

Staff are asked to complete an Equal Opportunities Monitoring Form on joining the organisation, and in addition we will circulate an anonymised survey to Council members, committee members, SIG management groups and branch management groups once every two years in order to benchmark and review progress.