VISION ACTION
FOR A CLEARER FUTURE

EQUALITY, DIVERSITY AND INCLUSION POLICY

CEO Foreword

At Vision Action, equality, diversity and inclusion are fundamental to our values and the way we work. We are committed to ensuring that everyone is treated with dignity, fairness and respect, and can participate fully and safely regardless of their background, identity or circumstances.

As a charity working in the UK and internationally, we believe diversity strengthens our organisation and improves our ability to serve the communities we work alongside. We are committed to preventing discrimination, harassment, exploitation and exclusion, and to ensuring that our employment practices, programmes, services and partnerships are inclusive, equitable and accessible.

This policy sets out our commitment to promoting equality, diversity and inclusion across all aspects of our work and reflects our responsibilities as an employer, a charity and an international non-governmental organisation.

As Co-Chief Executives, we are committed to ensuring this policy is implemented, appropriately resourced and regularly reviewed. We expect all trustees, staff, volunteers, consultants and partners to uphold its principles and contribute to creating inclusive, respectful and safe environments. By doing so, we strengthen Vision Action as an organisation that acts with integrity and earns the trust of the communities, partners and supporters we work with around the world.

Tiwonge Mwase-Vuma

Co-CEO

Jale Canlibalik

Co-CEO

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EQUALITY, DIVERSITY AND INCLUSION POLICY

Vision Action is committed to encouraging equality, diversity and inclusion among our workforce, and eliminating unlawful discrimination. Our workforce aims to be truly representative of all sections of society, and as an organisation we aim for each employee to feel respected and able to give their best.

The organisation is also committed against unlawful discrimination of beneficiaries of our work or the public throughout the UK and the world.

This policy applies to all trustees, employees, volunteers, consultants and partners working on behalf of Vision Action, in the UK and internationally, and covers employment, governance, programme delivery, partnerships and safeguarding.

Purpose

1. Provide equality, fairness and respect for all in our employment, whether temporary, part-time or full-time
2. Ensure that all communities we work with are treated with fairness, dignity and respect, and that our services and programmes are accessible to everyone without discrimination.
3. Not unlawfully discriminate, and to adhere to the Equality Act 2010 protecting against discrimination based on characteristics of:
    - age
    - disability
    - gender reassignment
    - marriage and civil partnership
    - pregnancy and maternity
    - race (including colour, nationality, and ethnic or national origin)
    - religion or belief
    - sex
    - sexual orientation
4. Oppose and avoid all forms of unlawful discrimination. This includes in:
    - the design, delivery and accessibility of all services and programmes, ensuring all beneficiaries and community members are treated fairly and without discrimination, regardless of race, ethnicity, nationality, religion or belief, gender, sexual orientation, disability, age or socioeconomic status
    - the way individuals and communities engage with Vision Action's work, ensuring equal access, inclusion and respect for all groups, and preventing any discriminatory barriers to participation or support
    - pay and benefits for staff
    - terms and conditions of employment
    - dealing with grievances and discipline
    - dismissal
    - redundancy
    - leave for parents
    - requests for flexible working
    - selection for employment, promotion, training or other developmental opportunities

Legal framework

This policy is informed by and complies with the Equality Act 2010 as well as relevant UK employment, safeguarding and human rights legislation. Vision Action recognises that discrimination, harassment or victimisation against people who share a protected characteristic, who are perceived to have one, or who are associated with someone who has one, is unlawful and unacceptable.

Our Commitments:

Vision Action is committed to promoting equality, diversity and inclusion in every aspect of our work. We strive to ensure that our employment practices, services and programmes are accessible, inclusive and fair, and that all people are treated with dignity and respect. We do not tolerate discrimination and are committed to identifying and removing barriers that prevent people from participating fully in our work and accessing our support.

To the communities we serve

We will:

- Deliver programmes and services that are equitable, accessible and inclusive.
- Ensure no individual or community is discriminated against on the basis of any protected characteristic or other aspect of identity, background or circumstance.
- Promote dignity, respect, cultural understanding and meaningful participation in all community interactions, partnerships and programme delivery.
- Take all reasonable steps to prevent discrimination, harassment, exploitation or abuse by staff, volunteers, partners, contractors or other third parties involved in our work.
- Respond promptly, fairly and transparently to concerns or complaints, using our safeguarding, misconduct and complaints procedures where appropriate.
- Seek and value community perspectives through consultation, feedback and participatory approaches that help shape our work.
- Monitor and review our programmes to identify and address barriers to inclusion, accessibility and equitable outcomes.

In the workplace

We will:

- Promote equality, diversity and inclusion across all areas of employment.
- Provide and maintain a working environment that is free from bullying, harassment (including sexual harassment), victimisation and unlawful discrimination, where all individuals are treated with dignity, respect and fairness.
- Train staff, volunteers and managers on their responsibilities under this policy, including equality law, inclusive behaviour, prevention of harassment and safeguarding expectations relevant to their roles.
- Take all reasonable steps to prevent and address bullying, harassment, sexual harassment, victimisation and unlawful discrimination by or against employees, volunteers, trustees, partners, suppliers, beneficiaries or members of the public.
- Investigate concerns promptly and take appropriate action through relevant grievance, disciplinary, safeguarding or whistleblowing procedures.

- Provide fair and accessible recruitment, training, development and progression opportunities, enabling people to achieve their full potential.
- Make employment decisions based on merit, except where lawful exemptions or positive action measures apply.
- Regularly review employment practices and policies to ensure they remain fair, effective and compliant with legal requirements.
- Monitor workforce diversity and inclusion data lawfully, confidentially and proportionately to assess progress, identify potential inequalities and support continuous improvement.

Gender reassignment and dignity

Vision Action recognises gender reassignment as a protected characteristic under UK law. Discrimination or harassment related to gender reassignment will not be tolerated.
All individuals will be treated with dignity and respect, and Vision Action will take appropriate steps to create an inclusive environment for people of all gender identities, in line with legal obligations and organisational values.

Roles and Responsibilities

We will train managers and staff on their rights and responsibilities under this policy, including equality law, inclusive behaviour, prevention of harassment and safeguarding expectations relevant to their roles.

All staff must conduct themselves in ways that uphold equal opportunities and avoid bullying, harassment, victimisation or unlawful discrimination.

Reporting Concerns

Any concerns relating to discrimination, bullying, harassment, sexual harassment, victimisation or other breaches of this policy should be raised as soon as possible. Concerns will be taken seriously and addressed promptly through the appropriate procedures, including grievance, disciplinary, safeguarding, whistleblowing or complaints processes.

Safeguarding concerns will be managed in accordance with the Safeguarding Policy and relevant reporting requirements. Vision Action recognises that some forms of harassment, including sexual harassment, may constitute unlawful conduct or a criminal offence.

Complaints and Grievances

Details of Vision Action's Complaints Procedure, Whistleblowing Policy, Safeguarding Policy, and Harassment & Misconduct Policy are available on our website.

Employees should normally raise workplace grievances with their line manager in the first instance. Beneficiaries, community members and other stakeholders may raise concerns through the channels set out in the Complaints Procedure or other relevant policy. All complaints will be handled fairly, confidentially where possible, and without detriment to the individual raising the concern.

The use of Vision Action's internal procedures does not affect an individual's right to raise concerns externally or, where applicable, to bring a claim before an employment tribunal within the relevant statutory time limits.

Monitoring and Review

Vision Action will monitor the implementation and effectiveness of this policy and related action plans.

Monitoring may include:

- Workforce diversity data, including age, sex, ethnicity, disability, religion or belief, and sexual orientation where voluntarily disclosed.
- Recruitment, retention, development and progression trends.
- Complaints, grievances and reported incidents relating to discrimination, bullying or harassment.
- Programme feedback and information relating to accessibility and inclusion.

All monitoring will be:

- Lawful.
- Confidential.
- Proportionate.

Information gathered through monitoring will be used to:

- Assess the effectiveness of this policy.
- Identify any disproportionate outcomes or barriers.
- Inform continuous improvement and organisational learning.

Governance and accountability

The equality, diversity and inclusion policy is fully supported by senior management and the board.

- The Board of Trustees has overall responsibility for oversight of this policy.
- Senior management is responsible for implementation, resourcing and compliance.
- This policy will be reviewed **at least every three years**, or sooner if required due to changes in legislation, organisational activities or identified risks.

ANNEX A: POLICY COMPLIANCE

I have received and been briefed on the Vision Action Policy for Equality, Diversity and Inclusion and fully understand my responsibilities to comply with and promote the Policy.

Signed	
Name	
Position within Vision Action	
Date	

Policy documents

Code	Name	Document type	Where to find it
EQ01	Equality, Diversity and Inclusion Policy	Policy	This document
GE01	Gender Equality Policy	Policy	Sharepoint, HR & Admin
GE02	Gender Equality Implementation Guidance	Procedure	Sharepoint, HR & Admin