

**Equality and Human Rights Impact Assessment
(EqHRIA)
Summary of Results**

Policy / Practice	Transitioning at Work Procedure V 4.00
Owning Department	People & Development
Date EqHRIA Completed	28/08/2019
Purpose of Policy / Practice	To support transgender officers and staff in the workplace, and those supporting them at work.

A. Summary of Analysis / Decisions - What the assessment found and actions already taken.

Issues were raised in respect of the need:

- for bespoke support to be available for individuals and line managers on a case by case basis
- to support individual functions in ensuring that their processes and data management are compliant with the need to uphold confidentiality of the disclosure of an individual's transgender identity
- to address absence related issues in respect of time off specifically for issues relating to gender reassignment
- to ensure that the principles of the SOP are fed into recruitment related processes
- to ensure vetting processes do not result in the inadvertent outing of transgender applicants
- to support all staff in the provision and use of appropriate toilet/changing facilities
- for clarity and further guidance needed regarding the changes of roles and tasks regarding Genuine Occupational Requirements
- for support guidance to be developed for HR regarding updating records and systems

B. Summary of Mitigation Actions - What else we plan to do and how we are going to check that it has been done.

The Police Scotland E&D HR team have committed to taking forward the issues raised above to help individual functions embed the principles of this SOP into their day to day processes.

Recognition has been given to delivering further information / training and awareness of transgender related issues which is to be provided by a suite of documents / information being produced that will support the roll out of this procedure. External resources produced by Stonewall will be made available to staff for their own development.

Stonewall have committed to being a consultee in respect of interdependent policies and practices of this document. This will include consulting with them in respect of the Attendance Management SOP and Disability in Employment SOP

Ongoing review and continued engagement around intersectional issues will continue to be addressed..

Management Log – Policy Support Dept. Use Only

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Review Date	30/06/2020	Review Date	Reviewed on 06/09/2019
Review Date	06/09/2021	Review Date	
Review Date		Review Date	