

## 2.5 Making Changes

- Based on the equality issues you identified in 2.2 and 2.3, what changes did you make or do you intend to make in relation to the policy or decision in order to promote equality of opportunity?

**In developing the policy or decision, what did you do or change to address the equality issues you identified?**

**What do you intend to do in the future to address the equality issues you identified?**

### Disability

#### Special Leave Policy – Attendance at medical/ dental appointments

NIGALA's management is committed to supporting employees who have a disability and ensuring reasonable adjustments are in place, including longer appointment times. Moreover, employees can avail of other types of leave including flexi-time, time off in lieu and annual leave if required.

#### Special Leave Policy- Attendance at Funerals

Consideration of requests for leave to attend funerals will be on a case-by-case basis, and employees can avail of other types of leave including flexi-time, time off in lieu and annual leave if required. NIGALA will take into consideration the mode of transport and associated travel times when presented with a request.

#### Flexible Working Policy NIGALA is committed to

Policy will be available on the intranet and all employees will be required to read policies

Policies will be outlined and brought to employees attention

Advice will be sought from BSO HR and BSO Equality Unit on equality issues raised by managers and employees.

supporting employees who have a disability and ensuring reasonable adjustments are in place, including requests for flexible working.

### **Gender & Age**

#### **Flexible Working Policy**

Whilst preference will initially be given on the basis of length of service, every effort will be made to facilitate such requests on a rotational basis.

### **Religion**

#### **Special Leave Policy**

Consideration of requests for leave to attend funerals will be on a case-by-case basis, and employees can avail of other types of leave including flexi-time, time off in lieu and annual leave if required.

### **Dependents**

#### **Special Leave Policy**

NIGALA will make every effort to grant requests for carers leave for staff with a disabled child.

#### **Flexible Working Policy – part-time working**

Whilst NIGALA recognises this issue, decisions will be taken based on business needs and financial circumstances in line with this policy.

<p>NIGALA will give particular consideration to meeting the needs of staff who have caring responsibilities where possible.</p>	
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