**Equality Impact Assessment Form**

**Department/Section:** HR&OD **Date of Assessment:** 06/04/2022 **Review Due:**

**Author/Owner:** Ian Bow **Signature:** Ian Bow **Date:** 06/04/2022

**Step 1**

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| Aim of proposed activity/decision/new or revised policy or procedure: Review of the Manual Handling Policy as per guidelines | **New** |  |
| **Revised** |  |
| **Existing** |  |

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| --- | --- | --- |
| Who will be affected?  Staff, students, visitors, contractors, members of the public | Who will be consulted?  Health and Safety Committee | Evidence available:  Review by Policy and Procedures Group of the Health and Safety Committee |

**Step 2**

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Potential** Positive/Negative/Neutral Impact Identified.  **P, N, N/I** | Age | Disability | Gender Reassignment | Marriage/Civil Partnership\* | Pregnancy and Maternity | Race | Religion or Belief | Sex | Sexual Orientation |
| Eliminating Discrimination. | P/N | P/N | N/I | N/I | P/N | N/I | N/I | N/I | N/I |
| Advancing Equality of Opportunity. | P/N | P/N | N/I | N/I | P/N | N/I | N/I | N/I | N/I |
| Promoting Good Relations. | P/N | P/N | N/I | N/I | P/N | N/I | N/I | N/I | N/I |

|  |  |
| --- | --- |
| **Summary of EIA Outcome – please tick** | |
| No further action to be carried out. |  |
| Amendments or changes to be made. |  |
| Proceed with awareness of adverse impact. |  |
| Abandon process – Stop and Rethink. |  |

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| **Step 3** Action to be taken.  Where modifications and/or reasonable adjustments can be made to a manual handling task they should be considered however there may be occasion(s) when the risk assessment determines an individual is unable, physically, to undertake the task and this has the potential to cause positive or negative impact in relation to age, disability and pregancy. Policy should proceed with awareness of potential adverse impact created by ensuring health and safety of individual(s). |

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| **Date EQIA Approved:** | 11/04/2022 | **Approved by:** | Sarah Wood, OD & EDI Adviser |

Please forward completed EIA forms by e-mail to  
pc.equality.perth@uhi.ac.uk