

EVC Uganda Equality and Diversity Policy F

Responsibilities of EVC Uganda

EVC Uganda will treat volunteers fairly, ensuring that they have equal access to volunteering opportunities regardless of age, disability, sex, race, religion or belief. We will act in ways that are transparent, consistent and fair.

We will uphold principles of equality by :

- Appointing a Trustee responsible of Equality and Diversity. The current Trustee responsible for this area is Ted Fawcett, Chairman
- Holding interviews of volunteers with at least two Trustee Board Members.
- Communicating and discussing post interview decisions with the prospective volunteer
- Being proactive in reducing barriers to every volunteer so they can engage in our full range of activities
- Presenting a welcoming face to volunteers
- Providing a good induction
- Providing a mentoring or buddy scheme
- Training and induction taking into account that people learn in different ways and at different speeds
- Carrying out exit interviews
- Reviewing, approving and communicating this policy to all volunteers once a year.

Responsibilities of the Volunteer

- Act in a non-discriminatory way to all other volunteers, sponsors and children
- Submit recommendations on improvements on our ways of working to the Chairman or Vice Chairman.

Raising Concerns of Discriminatory Behaviour

- It is the responsibility of all volunteers to be vigilant in addressing behaviour which is discriminatory and to report serious misgivings immediately to the Trustee responsible for Equality and Diversity.
- All allegations will be taken seriously, dealt with immediately whilst maintaining confidentiality of all parties.

- The Trustee responsible for Equality and Diversity will objectively document an allegation exactly 'word for word' and discuss the matter with the Vice Chairman. If appropriate, the matter will be referred for consideration by the EVC Board. The Trustee responsible for Equality and Diversity will document what action is to be taken or document why no action is being taken. This will be communicated to all parties and next actions agreed.
- Records and documentation on an allegation will be deleted after five years from the date of a satisfactory resolution.

Approved by the EVC Uganda Board of Trustees on 3 February 2024

Ted Fawcett, Chairman, 3 February 2024