

# Equality, Diversity & Inclusion (EDI) Policy

Organisation: Romanian Community Bridge C.I.C.

Approved by: Board of Directors

Effective date: 25/01/2026

Review date: Annually (or sooner if legislation or organisational change requires)

## 1. Purpose

Romanian Community Bridge C.I.C. (RCB) is committed to advancing equality, valuing diversity, and fostering inclusion in all areas of our governance, operations, and service delivery. We believe that everyone has the right to be treated with dignity and respect and to participate fully in our activities without discrimination, harassment, or victimisation.

This policy provides a clear framework to ensure compliance with relevant legislation, good governance standards, and best practice expectations of funders, regulators, local authorities, partners, and stakeholders.

## 2. Scope

This policy applies to:

- Directors and officers of the Company
- Employees (where applicable)
- Volunteers and sessional workers
- Contractors, consultants, and partner organisations when acting on behalf of RCB
- Participants, beneficiaries, members, and service users

The policy applies to all organisational activities, including governance, employment and volunteering practices, service design and delivery, communications, partnerships, and community engagement.

## 3. Legal and Regulatory Framework

Romanian Community Bridge C.I.C. operates in accordance with:

- The Equality Act 2010
- Human Rights Act 1998
- Relevant charity governance principles and CIC regulations
- Local authority and funding body equality requirements

This policy supports compliance with public sector equality expectations where we deliver services on behalf of public bodies.

#### 4. Our Commitment

We are committed to:

- Eliminating unlawful discrimination, harassment, and victimisation
- Advancing equality of opportunity for all
- Fostering positive relations between people from different backgrounds
- Embedding equality, diversity, and inclusion into decision-making and service design

RCB will not discriminate on the basis of the following protected characteristics:

- Age
- Disability
- Gender or gender reassignment
- Race, nationality, or ethnic or national origin
- Religion or belief
- Sexual orientation
- Marriage or civil partnership
- Pregnancy or maternity

#### 5. Roles and Responsibilities

Board of Directors

The Board has overall responsibility for:

- Approving and monitoring this policy
- Ensuring equality considerations are embedded in governance and strategy

- Allocating appropriate resources to support implementation

Senior Management / Lead Officers

Where applicable, senior staff or lead officers are responsible for:

- Implementing the policy in day-to-day operations
- Ensuring fair procedures in recruitment, volunteering, and service delivery
- Addressing complaints or concerns promptly and appropriately

Staff, Volunteers, and Representatives

All individuals acting on behalf of RCB are expected to:

- Treat others with dignity and respect
- Act in accordance with this policy at all times
- Challenge or report discriminatory behaviour

## 6. Equality in Employment and Volunteering

RCB is committed to fair and transparent practices in recruitment, selection, induction, training, and progression.

We will:

- Recruit based on merit and organisational need
- Use inclusive and accessible recruitment practices
- Make reasonable adjustments for disabled applicants and volunteers
- Provide equality and inclusion awareness where appropriate
- Ensure a safe and respectful working and volunteering environment

## 7. Inclusive Service Delivery

RCB will:

- Design and deliver services that are inclusive and responsive to diverse needs
- Make reasonable adjustments to remove barriers to participation
- Provide information in accessible formats where practicable
- Respect cultural, linguistic, and faith-related needs

- Actively engage underrepresented or marginalised communities

## 8. Accessibility and Reasonable Adjustments

We recognise our duty to anticipate and respond to access needs. Reasonable adjustments may include:

- Physical access adaptations
- Flexible delivery methods
- Language support or interpretation
- Adjusted communication formats

Requests for reasonable adjustments will be considered promptly and fairly.

## 9. Harassment, Bullying, and Victimisation

RCB has zero tolerance for harassment, bullying, or victimisation.

This includes unwanted conduct related to a protected characteristic that:

- Violates a person's dignity, or
- Creates an intimidating, hostile, degrading, humiliating, or offensive environment

Any such behaviour will be addressed through appropriate procedures.

## 10. Complaints and Breaches

Any individual who believes this policy has been breached may raise a concern or complaint.

RCB will:

- Take all complaints seriously
- Investigate concerns promptly, fairly, and confidentially where possible
- Take appropriate action, which may include disciplinary measures or termination of involvement

No individual will be treated less favourably for raising a genuine concern.

## 11. Partnerships and Procurement

RCB expects partners, contractors, and suppliers to share our commitment to equality, diversity, and inclusion.

Where appropriate, equality considerations will be included in:

- Partnership agreements
- Service level agreements
- Procurement and commissioning processes

## 12. Monitoring and Continuous Improvement

RCB will:

- Monitor equality impacts where proportionate and appropriate
- Use feedback from service users and stakeholders to improve practice
- Review policies and procedures to ensure continued relevance and effectiveness

Monitoring will be proportionate to organisational size and capacity.

## 13. Data Protection and Confidentiality

Any equality-related information will be handled in line with data protection legislation and RCB's Data Protection policies.

## 14. Review and Approval

This policy will be reviewed annually by the Board of Directors or sooner if required by:

- Changes in legislation
- Organisational growth or restructuring
- Feedback from regulators, funders, or stakeholders

Approved by the Board of Directors

Date of Approval: 25/01/2026

Next Review Date: 25/01/2027