



Diversity and Inclusion Policy

Inclusion every day

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Introduction and background: Diversity and inclusion mission statement and definitions

The IPA is committed to ensuring that everyone in the organisation feels empowered to come to work as their authentic self, recognise the value to the IPA that this can bring, and know that this view is shared by all. All IPA employees have a right to feel safe at work. The IPA has a zero tolerance towards any acts of discrimination, including bullying and harassment, in whatever form it may take.

The IPA assumes an active role in promoting diversity and inclusion in our membership and in the insolvency profession. We do all that we can, in our role as an insolvency regulator and professional body, to ensure equal opportunities for all.

Diversity encompasses all distinguishing and differentiating factors in society. These include but are not limited to nationality; language; gender, gender expression and identifying as non-binary; religion; atheism; age; abilities and disabilities; working and thinking styles; education; sexual orientation and socioeconomic background.

Inclusion means accepting each individual and their distinguishing and differentiating factors, whilst also recognising the importance of the diversity that this brings.

The policy

- The policy has been created to ensure equality across IPA personnel, regardless of any distinguishing and differentiating factors. This applies throughout the recruitment process, employment, training, and development.
- The IPA is committed to embracing diversity and inclusion in our relations with members and all other external and profession-specific matters.
- The IPA is dedicated to an inclusive culture and will strive to highlight issues across the sector, while working with our internal staff and membership to actively tackle discrimination.
- The IPA makes clear that applications are open to all and encourages people from all walks of life to apply for positions at the IPA through clear advertising and may put in place

measures to actively encourage under-represented groups to apply for roles at the IPA if they are under-represented.

- The IPA actively recognises differences in working and thinking styles, and each department actively encourages its team members to feel empowered to contribute to overall output.

The policy in practice: Process and procedures for implementation across the business

Recruitment

- The IPA will use data gained from staff surveys and candidate surveys for the purpose of encouraging underrepresented groups to apply.
- If a candidate demonstrates a need for adjustments to be made in order to perform their role, the IPA will make such adjustments as it can reasonably accommodate.
- For the purpose of capturing information that will help with possible future updates to this policy and/or hiring practices, the IPA will send each candidate a short diversity and inclusion questionnaire. Candidates reserve the right to not answer the questionnaire, either in part or in full.
- Data will be treated in strict confidence and in accordance with the IPA's data management policy.

Employment

- The IPA operates a flexible working policy and will reasonably accommodate staff requests subject to the business need.

Training and development

- Line managers work with each of their team members to identify any training and development opportunities.
- Reasonable adjustments are made as necessary to ensure all staff are not hindered in accessing training and development opportunities.

Membership, external affairs and the insolvency profession

- The IPA will endeavour to maintain a clearer picture on how different groups are represented in the profession and also to understand why particular groups are under-represented.
- We will seek to attract those from under-represented groups to our Board and Committees, to membership of the IPA, and ultimately to a career in insolvency.
- The IPA will promote in all relevant outward facing materials that diversity and inclusion is an essential part of a successful insolvency profession – the profession relies on skilled and talented people from all walks of life.