



## LGBT+ rights Policy checklist

We want all our workplaces to be as inclusive as possible. We have created a check list of what your policies should include for LGBT+ inclusion. If you are missing any of these, check out our factsheets, which will provide further information on our website ([www.unison.co.uk/out](http://www.unison.co.uk/out)). We are also encouraging members to submit these forms to national office, so we can track where our workplaces are at for LGBT+ inclusion.

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### Branch

- We have a LGBT+ branch officer.
- Our LGBT+ branch officer has done the UNISON LGBT+ branch officer training.
- We have run a trans ally training session within our branch.
- We ensure LGBT+ representation when negotiating with our employer.

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### Workplace policies

- Our equality policy, equality objectives and equality impact assessment process explicitly include sexual orientation and gender identity.
- Our workplace has an equality statement on sexual orientation and gender identity.
- Our workplace policies make specific reference to bi+ workers, as well as lesbian, gay and trans workers and references tackling bi+-phobia, as well as homophobia and transphobia.
- Our harassment policy includes a confidential route for making complaints.
- Our family friendly work/life balance policies are inclusive for people with non-traditional families, and they can be assessed without having to jump through hoops to prove entitlement or jeopardise confidentiality.
- Our working abroad policy references health and safety of LGBT+ workers.
- Our equality policies are regularly reviewed and training is put in place for workers and managers.
- Our workplace allows time off for trade union LGBT+ activities.
- Our workplace training includes LGBT+ awareness and issues.



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### Trans, non-binary and gender diverse policies

- We have a transitioning in the workplace or gender reassignment policy.
- We have a trans, non-binary and gender diverse equality policy that covers more than just transitioning at work policy.
- Our trans, non-binary and gender diverse policy has a statement of commitment to trans, non-binary and gender diverse inclusion.
- Our policy contains definitions of people whose gender identity differs from their sex assigned at birth.
- Our policy contains information on legal protections that trans, non-binary and gender diverse people have, including respecting confidentiality.
- Our policy sets out information on trans, non-binary and gender diverse equality in recruitment.
- Our policy stipulates where to go and what will happen if someone experiences or witnesses transphobic discrimination.
- Our policy details how trans, non-binary and gender diverse equality will be promoted and monitored in the organisation.
- Our policy provides detailed information on support for an employee transitioning at work.

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### Your details

Name

Branch

Workplace

Please send this form to [out@unison.co.uk](mailto:out@unison.co.uk) so we can monitor how inclusive our workplaces are so we can better target our organising efforts.

Thanks for taking the time to check your policies. If you have any questions, please get in touch with [out@unison.co.uk](mailto:out@unison.co.uk)

Submit form