

Table 1: Diamond Fairness Maturity Model Self Evaluation audit: Women Employees				
	Score 5 or 6	Score 3 or 4	Score 1 or 2	
	SCORING KEY			Score
	Poor		Good	
1 CAPACITY TO MEET REQUIRED NEEDS (of employee) Promotion and development opportunities	<p>There is limited promotion or development opportunities available for women in general</p> <p>There is no support for employees returning to work after a leave of absence such as maternity or paternity leave</p>	<p>Attempts have been made to promote women internally</p> <p>There is an awareness, but no policy implemented as yet</p>	<p>There is an internal policy focused on promoting women specifically internally</p> <p>Employees returning from leave of absence (maternity, paternity etc.) are supported and have equal access to promotion, training, and development opportunities</p>	
2 CAPACITY TO MEET REQUIRED NEEDS (of employee) family friendly working conditions,	<p>There are no opportunities for flexible shift/working patterns (family friendly)</p> <p>There is no support for or ability to work remotely or home working</p> <p>There is no availability of parttime/job share roles in this organisation</p>	<p>Flexible working is not currently available but something the organisations is considering</p> <p>This organisation is unable to provide flexible opportunities due to its business</p> <p>There are limited roles that can be done remotely or working from home</p> <p>Aware of the need for part time/job share roles but no official company policy</p>	<p>There are opportunities for all staff to access flexible family friendly working patterns (dependent on their role)</p> <p>All staff have the opportunity for remote/home and flexible working to suit caring responsibilities</p> <p>Flexible Working Hours and part time arrangements are encouraged and still lead to excellent progression paths.</p>	



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3 CAPACITY TO MEET REQUIRED NEEDS (of employees) Training, work environment & Culture	<p>The organisation does not provide any training with regards to its diverse workforces' needs and requirements</p> <p>There is a general lack of women employees as role models across the organisation, particularly in management.</p>	<p>The company encourages a culture of diversity and gender equality as the accepted norm.</p> <p>There is no consistency or formal process to follow</p> <p>There are a few role models for women but not across all of the organisation</p>	<p>The company insists on and promotes diversity and gender equality as the accepted norm and has a formal complaints protocol in place.</p> <p>The company evaluates these processes and their outcomes on a regular basis</p> <p>A collegiate work environment is encouraged across the business and supported by visible role models</p>	
4 CAPACITY TO MEET REQUIRED NEEDS (of employees) Salary and conditions	<p>Many of our employees on zero hours contracts are women looking for part time work</p> <p>There is a disparity in salary between men and women in the organisation</p>	<p>Working on removing current zero hours contracts and changing to fixed part time hours</p> <p>Work is in progress to increase parity between male and women employees but not yet completed</p>	<p>There are no zero hours contract employees in this organisation – unless requested</p> <p>All employees have access to equal pay and equal working terms and conditions</p>	
5 ACCESSIBILITY (to jobs) Recruitment of women	<p>No specific focus on gender in recruitment policies</p> <p>Jobs and roles currently identified by gender only</p> <p>Ethnicity and caring responsibilities are not considered when recruitment takes place</p>	<p>HR policies encourage gender balance in some roles but not all</p> <p>There is an awareness in some departments but not all. Planning is in progress</p>	<p>Gender Neutral recruitment policies are in place for all roles</p> <p>Women employees are encouraged to apply for non-traditional roles in the organisation i.e. train drivers/mechanics</p>	



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6 ACCESSIBILITY (to jobs) Specific training for women	<p>Access to training or upskilling is only available when required and suited to the organisations needs with limited scope for progression</p> <p>There is no specific training provided for women employees</p>	<p>Employees are encouraged to upskill, reskill, retrain at their own expense</p> <p>Most training provision offered is focused on men and traditional male roles</p>	<p>Equal access for women to training opportunities for general upskilling and transferring roles (e.g. administrative role to technical role)</p> <p>Financial support provided for training and academic study to support employment roles</p> <p>Availability of specific training for women to support their progression and promotion</p> <p>Equal access for younger and older women to progress within the organisation</p>	
7 ACCESSIBILITY (to jobs) Design	<p>There is no attention paid to internal ergonomics for employees e.g. seat size and comfort for drivers of all sexes</p> <p>There are no specific arrangements in place for employees with chronic illness/disabilities e.g. reduced hearing/sight issues (e.g. widening doors for wheelchair access, adaptive software for employees with hearing or sight loss)</p>	<p>Provision is available if you are aware of who to contact</p> <p>Consideration is given to some mobility issues but not all</p>	<p>Suitable ergonomics for employees in roles e.g. seat size and comfort for drivers of all sexes</p> <p>Work environment is suitable for all employees with chronic illness/disabilities e.g. reduced hearing/sight issues (e.g. widening doors for wheelchair access, adaptive software for employees with hearing or sight loss)</p> <p>Incorporation of design to facilitate emergency evacuation for employees of all</p>	



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			physical abilities/disabilities	
8 SAFETY AND SECURITY (of employees) HR Policies gender awareness and anti-bullying	<p>There are no formal internal processes to allow employees to report concerns</p> <p>If concerns are reported there is no mechanism available for management to feedback to employees</p>	The processes in place to report safety concerns are done in an adhoc way with no formal structure	<p>Open and accessible processes in place for reporting safety/security issues by employees</p> <p>Processes in place to support safety of employees reporting bullying or harassment from either colleagues/management</p>	
9 SAFETY AND SECURITY: Personal Protection and PPE	<p>All workwear and uniforms are of universal design – for men and women</p> <p>There are no women only facilities available</p> <p>There is no additional safety policy for those employees tasked with lone working at night – including women employees</p>	<p>Some workwear and PPE is of a universal design with some gender specific PPE available</p> <p>Women employees are currently using disabled facilities</p> <p>Lone workers are expected to ensure their own safety</p>	<p>Suitable and appropriate PPE for all sexes is provided to all employees</p> <p>Provision of separate toilets, changing and shower facilities for women</p> <p>All employees who are tasked with lone working particularly at night are provided with an alarm, an extra phones etc.</p>	
			Raw Score 0-40	
			Divide by 8	

