

General Equality Duty:

Eliminate discrimination
Advance equality
Foster good relations

Equality Impact Assessment

Please also read the Equality and Human Rights Commission [Guidance on assessing impact](#)

1. Name of policy/procedure/proposal/ project/practice/decision*:	Quality Policy
Completed by:	Chris Hill
Head of Service:	Steve Borley
Date:	17 th August 2021
Signature:	Digitally approved
Next scheduled review date:	August 2023

2. Name of policy/procedure/proposal/project/decision*:
Quality Policy

3. What is main purpose of the policy?
SQA has partial certification to ISO 9001 (Quality Management Systems). A Quality Policy is a requirement under clause 5.2 of the standard. This policy provides a framework for setting quality objectives, which support the SQA strategic objectives, relevant to the existing scope of SQAs ISO 9001 certification.

General Equality Duty:

Eliminate discrimination

Advance equality

Foster good relations

4. What information, and evidence, is being used to evaluate the impact of this policy on people who share protected characteristics?

The policy does not adversely affect any of the protected characteristics of the Equality Act 2010.

Any existing or future scope of ISO 9001 certification will advance equality of opportunity for protected characteristic groups, as well as those who are not, as the purpose of IS 9001 is to identify and implement continual improvement.

The policy commits SQA to a quality management approach; through building better relationships with customers and suppliers by deepening our understanding of their needs and requirements. We will do so through continuous improvement activity that is informed by feedback and lessons learned exercises.

SQA commitment to quality will be applied to users of SQA services who share protected characteristics and will, in turn, uncover opportunities for SQA to eliminate discrimination, advance equality and to foster good relations between different groups.

General Equality Duty:

Eliminate discrimination
Advance equality
Foster good relations

Public Sector Equality Duty

SQA is required to have ‘due regard’ to the need to eliminate unlawful discrimination, advance equality of opportunity and foster good relations.

This section provides the opportunity to capture how the policy will contribute towards the three aims of the general equality duty, and to consider if there is anything more we need to do to meet our responsibilities.

5. How might this policy impact on people who share protected characteristics? Please consider positive or negative impact. Are the needs of people with different characteristics met? Does the policy, procedure, or practice affect some groups differently? (At the beginning of the process you may want to record perceived impact – ongoing monitoring of the policy will allow you to measure the actual impact of the policy)

Protected Characteristic	Neutral Impact	Positive Impact	Negative Impact	Please provide more information
Age		✓		There are opportunities to eliminate discrimination, advance equality and foster good relations when applying some of the methodologies outlined in the policy. For example: Building relationships with our customers and suppliers through the understanding of their requirements and abilities, ensuring their long-term success. Driving continual improvement and innovation based upon efficient processes and procedures, well-defined measurements, best practices, customer feedback and lessons learnt exercises.
Disability		✓		
Marriage / Civil Partnership		✓		
Race		✓		
Religion / Belief / non-Belief		✓		
Sexual Orientation		✓		
Gender Re-assignment (Gender identity and transgender)		✓		
Pregnancy / Maternity		✓		
Sex		✓		
Care experience (where relevant)		✓		

General Equality Duty:

Eliminate discrimination
Advance equality
Foster good relations

6. What arrangements could be implemented to reduce or mitigate any potential adverse or negative impacts identified above?

Not applicable

7. If you are proceeding with a decision that may have a negative impact despite the mitigatory arrangements identified in Step 5, are you satisfied that this is objectively justified, i.e. a proportionate means of achieving a legitimate aim? Please provide explanatory details.

Not applicable

8. Could this policy be revised or changed to better meet the general equality duty?

Nothing identified

9. Has there been consultation/is consultation planned with people who will be affected by this policy/procedure/project/practice/decision? Please detail below how this has affected your decision making.

No, due to the nature of the policy.

General Equality Duty:

Eliminate discrimination
Advance equality
Foster good relations

10. How will this policy be monitored and evaluated?

The policy will be reviewed every two years, or as required by changes to the business.

Action Plan

Ref:	Action:	Owners:	Dates:

Approval and publication

Completed equality impact assessments will be published on SQA’s website.

- As such, EqlAs must be discussed and approved
- Following completion, please send the electronic copy to equality@sqa.org.uk
- Actions identified will be recorded and monitored as part of SQA’s equality action plan.

Sign off: _____

Date: _____

Components	Due Regard
A public authority must, in the exercise of its functions, have due regard to the need to	Having due regard specifically involves taking steps to
a. eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act (Fairness)	
b. advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it (Opportunity)	a. Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic* b. Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of the person who do not share it. c. Encourage persons who share a relevant protected characteristic to participate in public life or any other activity in which participation by such persons is disproportionately low.
c. foster good relations between persons who share a relevant protected characteristic and persons who do not share it. (Respect)	a. Tackle prejudice b. Promote understanding

*Due regard comprises two linked elements: proportionality and relevance. The weight that public authorities give to equality should be proportionate to how relevant a particular function is to equality. In short, the more relevant a policy, procedure or practice is to equality and people, then the greater the regard that should be paid

The protected characteristics are

- | | | |
|----------------------------|--|---------------------------|
| Age | Marriage and Civil Partnership* | Religion or belief |
| Disability | Pregnancy and Maternity | Sex |
| Gender reassignment | Race | Sexual Orientation |

*Although Marriage and Civil Partnership applies to section a) in employment only, this will be considered for all stakeholders.

*Referred to as just “policy” hereinafter