**Police Ombudsman for Northern Ireland**

**Summary: Equality Screened Policies 1 January – 31 December 2022**

To request a copy of screening documents associated with each policy, please contact hr@policeombudsman.org

| **Policy Title** | **Date Screened** | **Policy Aim** | **Screening Outcomes** |
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| Staff Probation Policy and Procedure | 08/03/2022 | The main purpose of the probationary period, and of this policy, is to enable new members of staff to gain a full understanding of the requirements of their post and of the organisation, and to achieve an acceptable level of performance within a reasonable period of time.  This policy and procedure is also designed to provide managers with a framework to assess the performance of new members of staff. It will provide a process for feeding back good performance and for improving performance, if necessary. | Screened Out |
| Attendance Management Policy | 23/03/2022 | The main purpose of the policy is:   * to ensure a consistent approach to dealing with absenteeism * to ensure employees are treated fairly and compassionately * to ensure that managers take appropriate action in relation to unacceptable levels of absence * to provide employees with an effective Occupational Health Service * to provide employees with information in relation to patterns of absence * to ensure absences are monitored on a continual basis. | Screened Out |
| Case Categorisation | 20/10/2022 | To ensure all complaints are assessed and allocated to the team most suitable to manage the investigation based on all the information supplied. | Screened Out |
| Menopause Policy | 02/11/2022 | To ensure women continue in employment throughout  the menopause with their needs taken into account.  The Office values the contributions all our employees  make and will support staff in work by having a positive  attitude to the menopause, working proactively to make  adjustments where necessary to support women  experiencing the menopause and to ensure the  workplace does not unintentionally make their symptoms  worse. | Screened Out |
| Role Rotation Policy | 25/11/2022 | To enhance organisational efficiency by rotating investigating officers throughout teams in a structured fashion and to ensure that the Office maintains effective investigative capacity in all aspect of its work. | Screened Out |