

# EPHA INCLUSION & DIVERSITY POLICY

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The European Public Health Alliance

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# European Public Health Alliance: Inclusion & Diversity Policy

## Introduction

The European Public Health Alliance (EPHA), as the leading public health advocacy NGO, believes that everyone, regardless of their background, should:

- be treated fairly and with dignity,
- enjoy the same rights and opportunities.
- actively take part in decisions that affect their lives, and
- be safe from physical and mental harm.

Based on a strong belief that:

- people have the right to feel appreciated for who they are, and will perform better when working in an inclusive environment that allows them to be themselves,
- different perspectives are crucial to improve the quality and relevance of work,

EPHA is conscious of the fact that it operates in a reality in which structural inequities directly impact an organisation's ability to be truly inclusive and diverse. To counteract this, EPHA actively takes action to promote diversity and inclusion amongst its workforce, both in a firm commitment to operating based on values of equity, and that doing so ensures that the organisation's values are reflected in its way of working, which in turns improves its effectiveness.

## EPHA inclusion & diversity principles

EPHA's Inclusion & Diversity Policy ensures that no employees or job applicants receive unfavourable treatment on grounds of discrimination or racism, including but not limited to gender, race, ethnicity, nationality, religion, (dis)ability, sexual orientation, age, (marital or civic) partnership status, or family responsibilities.

The policy applies to the entire EPHA staff, full time or part time, temporary or permanent, trainees, consultants, and to all job applicants. Our relationships and work with members and partners are also based on the principles and values of non-discrimination and anti-racism as set out in this document.

More specifically, EPHA commits to ensure:

1. An organisational culture that is inclusive, respectful, understanding and enabling.
2. A working environment in which everyone, regardless of their background, position or characteristics, is treated equally, with dignity and respect, and in which intimidating, hostile or offensive behaviour is not tolerated.
3. Equal opportunity for all to contribute to the best of their capabilities to achieve EPHA's mission and objectives.



4. Gender equality in leadership and decision-making, in recruitment, and in career progression.
5. Respect and space for everyone's beliefs, as long as their expression does not affect the legitimate rights of others.
6. Ensure the implementation and safeguarding of the inclusion and diversity principles within the EPHA working rules and the specific policies on whistleblowing and anti-favouritism.

## Inclusion & diversity measures

To adhere to the above principles, EPHA is committed to implementing the following measures:

1. Ensure that all staff is familiar with this policy and knows how to refer to it
2. Encourage understanding of the role of gender, inclusion and diversity in their own personal lives, and learning how to deconstruct biases in their own thinking.
3. Dedicate at least one annual meeting to unconscious bias training for staff to raise awareness and foster an inclusive organisational culture.
4. Discuss inclusion and diversity awareness among staff as part of the appraisal.
5. Dedicate at least one meeting per year to team values, including inclusion and diversity.
6. Ensure that a team, "The Value Taskforce", with the role of confidant, is at all times available for colleagues to go to with concerns or complaints.
7. Deal immediately and sensitively with any form and instance of discrimination.
8. Protect employees who report misconduct from any retaliation or victimisation.
9. Ensure that tasks and responsibilities are assigned based on individual abilities and qualifications, rather than assumptions related to gender, ethnicity, age, or other personal characteristics.
10. Ensure a balance and diverse panel composition at all EPHA-organised events.

## Measures regarding recruitment & selection

EPHA vacancies are advertised on the website, all clearly specifying the skills, knowledge, and experience required for the role. Selection occurs exclusively on the basis of these relevant criteria and decided upon from experience and ability, ensuring a transparent, fair, and non-discriminatory recruitment process. The whole recruitment process, advertisements, candidate selection, and interviews are not discriminatory, and applications are considered solely on merit. EPHA vacancies mention inclusive, diverse, and respectful working environment, in which employees can thrive, regardless of individual identities including but not limited to gender, race, ethnicity, religion, disability, sexual orientation, age, (marital or civic) partnership status, and family responsibilities.

EPHA is conscious of the gender bias that exists in the job market. Based on its values of equity, EPHA's positions are advertised using neutral language to ensure that they are not biased. This way, they incentivise application even if candidates do not perfectly match all the requirements. The selection is always carried out by a mixed-gender panel, using a grading system to objectively rate candidates and avoid (conscious and unconscious) bias. Applicants are discouraged to include pictures of themselves in their CV or application to further ensure a selection based on ability rather than identity.



## Measures regarding communication

In its communication, EPHA is fully committed to inclusivity, ensuring its messaging is accessible, inclusive and resonates with people of all identities or backgrounds, aspiring to the following:

- Avoiding social norms stereotypes, and stigmatisation in its written texts and audio-visuals which could be insensitive to specific individuals, groups or communities.
- Carefully choosing words and using neutral language to avoid conscious or unconscious bias
- Attaining gender balance and guaranteeing diversity in its outputs, including but not limited to interviews, podcasts, newsletters, videos, etc.
- Using a positive, empowering, and respectful narrative that focuses on people's abilities and strengths, instead of on negative features or stigmatisation.

## Responsibility for the policy

Overall accountability for upholding the terms of the Policy lies with the Director General. The entire EPHA Team is bound by the terms of this Policy and responsible for its implementation.

This policy is permanently featured on the EPHA website, in the Induction Package, and the EPHA Processes and Templates Overview Document for easy reference, and formally endorsed by top management, ensuring transparency and reinforcing our leadership's commitment to its implementation.

Finally, all EPHA employees are responsible for treating others with dignity and respect.