

RAILWAY ENGINEERING INSTITUTION
(INCORPORATED)



EQUITY, DIVERSITY
AND INCLUSION
POLICY

Version 1.0

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RailEI's Vision is to be a globally renowned engineering Institution, inclusive and progressive, shaping the future of a thriving railway industry. Its Values are Integrity, Inclusivity and Empowerment.

This vision requires RailEI as an Institution, and individual members of it, to commit to conducting their business with respect and integrity. Professional members, in particular, have ethical, professional and legal obligations around equity, diversity and inclusion. As we seek to further broaden the membership of RailEI we must ensure that neither the Institution nor its members act in a way likely to discourage potential members from joining, whatever their backgrounds.

Equity, diversity and inclusion should be respected by members at all levels, from Student Member to Fellow. Specifically, members are expected to apply their professional judgment and consider the following actions.

- Be aware that UK law protects the following characteristics from discrimination: age, disability, sex, gender reassignment, race, religion or belief, sexual orientation, marriage and civil partnership, and pregnancy and maternity.
- Demonstrate inclusive behaviours that support a respectful workplace, receptive to diversity and stimulating innovation.
- Take action to increase diversity amongst the professional membership of RailEI. Ensure careers events and literature are inclusive and be aware of unconscious bias.
- Think about language. Use gender-neutral terms (eg "signaller" rather than "signalman") and avoid the use of "his", "he" and "him" when writing in a generic sense. When referring to ethnic minority and disabled people, use current terms deemed to be widely inoffensive.
- Ask attendees before meetings if they have any access requirements.
- Share experiences of best practice around equity, diversity and inclusion, and learn from others.
- Be conscious of visible and non-visible physical, mental and neurological conditions that might require adjustments.
- Don't tolerate ethnic, racist and sexist slurs or jokes.
- Don't tolerate bullying or harassment.

Members in positions of management and leadership should consider the following actions:

- Advertise job roles or promotion opportunities transparently and ensure they are accessible. Consider the language used in adverts carefully to ensure it is inclusive. Ensure roles are advertised comprehensively. Employ diverse interview panels.
- Consider returner schemes and apprenticeships.
- Introduce and promote flexible working and family-friendly policies.
- Identify role models and run mentoring programmes for all staff. Encourage staff to join industry networking groups.
- Be transparent about pay and eliminate any gender or ethnicity pay gaps.
- Consider health and well-being programmes for employees.
- Engage staff in monitoring, delivering and developing policies and actions around equity, diversity and inclusion. Ensure these are routinely reviewed by the Board.