UNIVERSITY of BRADFORD

Equality Impact Assessment Procedure

Complete EIA

- During the initial stages of producing your policy/ service complete your EIA to ensure you have considered all the equality groups

Consultation

- Once the EIA is complete, email this to the University's Equality and Diversity contact for wider consultation and feedback.
- **Allow fourteen days for meaningful consultation and feedback**

Identify Changes

- Once feedback is collated, consider and implement any appropriate changes that have been suggested and feedback these changes.

Publication

- Please send all forms to equality@bradford.ac.uk for publication on the internal website allowing further feedback.

Review

- Ensure that you have an agreed date for review of the EIA