Unit Title:	**Promote equality, diversity and inclusion in the workplace**
OCR unit number:	9
Level:	3
Credit value:	3
Guided learning hours:	15
Unit reference number:	T/506/1820

Unit aim and purpose

This unit aims to develop the knowledge and skills required to promote equality, diversity and inclusion in the workplace. Upon completion of this unit, learners will have developed an understanding of both the organisational and personal aspects of equality, diversity and inclusion in the workplace. Learners will utilise this knowledge in supporting equality, diversity and inclusion in the workplace.

Learning Outcomes	Assessment Criteria	Additional Guidance
The Learner will: 1 Understand the organisational aspects of equality, diversity and inclusion in the workplace	**The Learner can:** 1.1 Explain the difference between **equality, diversity and inclusion** 1.2 Explain the impact of **equality, diversity and inclusion** across aspects of organisational policy 1.3 Explain the potential consequences of breaches of **equality legislation** 1.4 Describe nominated responsibilities within an organisation for **equality, diversity and inclusion**	Learners should ensure they specifically address all three areas of: • **equality** • **diversity and** • **inclusion** when meeting the relevant criteria in this unit. **Equality Legislation** will include but is not exclusive to: • Equality Act 2010
2 Understand the personal aspects of equality, diversity and inclusion in the workplace	2.1 Explain the different **forms of discrimination** and harassment 2.2 Describe the characteristics of behaviour that supports **equality, diversity and inclusion** in the workplace 2.3 Explain the importance of displaying behaviour that supports **equality, diversity and inclusion** in the workplace	**Forms of discrimination** may include: • Direct Discrimination • Indirect Discrimination

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Learning Outcomes	Assessment Criteria	Additional Guidance
3 Be able to support equality, diversity and inclusion in the workplace	3.1 Ensure **colleagues** are aware of their responsibilities for equality, diversity and inclusion in the workplace 3.2 Identify potential issues relating to equality, diversity and inclusion in the workplace 3.3 Adhere to **organisational policies and procedures, and legal and ethical requirements** when supporting equality, diversity and inclusion in the workplace	**Colleagues** primarily, but not exclusively, relates to colleagues for whom the learner has line manager responsibility Where possible, adherence to **organisational standards, policies and procedures** should be confirmed by a line manager or experienced colleague. Learners should also be aware of *which* **legal requirements** relate to equality, diversity and inclusion in the workplace.

Assessment

This unit is internally assessed by centre staff and externally verified by OCR Assessors.

Guidance on assessment

Skills CFA Assessment Strategy Competence units (S/NVQ)

National Occupational Standards (NOS) mapping/signposting

The mapping in the table below provides an indication of where evidence might be available for assessment against some of the knowledge and understanding contained in the national occupational standards (NOS). It does not claim to guarantee that evidence will meet the NOS.

NOS can be viewed on the relevant Sector Skills Council's website or the Occupational standards directory at www.ukstandards.co.uk.

Occupational standards	Unit number	Title
Management & Leadership (2012) National Occupational Standards:	CFAM&LBA7	• Promote equality of opportunity, diversity and inclusion

Additional information

For further information regarding administration for this qualification, please refer to the OCR document '*Admin Guide: Vocational Qualifications' (A850)* on the OCR website www.ocr.org.uk .

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