**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 throughoutthe menopause with their needs taken into account. The Office values the contributions all our employeesmake and will support staff in work by having a positiveattitude to the menopause, working proactively to makeadjustments where necessary to support womenexperiencing the menopause and to ensure theworkplace does not unintentionally make their symptomsworse.  | 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 |