

**EQUITY IMPACT ASSESSMENT FOR**

**[ENTER POLICY NAME]**

Proponents of new and revised polices are required to conduct an equity impact assessment to identify potential elements of systemic/institutional inequity against an equity deserving individual, group or groups.

Equity Impact Assessments should be undertaken by the unit responsible for the policy, in conjunction with staff from the Human Rights and Equity Office (HREO) equity@queensu.ca and the Office of Indigenous Initiatives (OII) indigenous.intiatives@queensu.ca .

**1. Please indicate the units/groups with which you consulted as part of the policy/procedure’s development:**

[ ]  Human Rights and Equity Office

[ ]  Office of Indigenous Initiatives

[ ]  Employee Resource Groups

[ ]  Other

If you selected “other”, please specify:

**2. It is important for policy developers to consider which populations might be affected by, or not included in, the provisions of the policy, why that might be the case, and what is being done to modify the potential impact. Please indicate which of the following equity-deserving populations you have identified as being potentially affected by, or not included in, the provisions of the policy.**

[ ] Indigenous peoples

[ ]  Black persons

[ ]  Racialized persons

[ ]  Women

[ ]  Persons with disabilities

[ ]  2SLGBTQ+ persons

[ ]  Low-income persons

[ ]  Persons from a religious minority

[ ]  Other

If you selected other, please specify:

If you were not able to identify any, please explain:

**3.a) Briefly describe any negative impact you anticipate this policy and/or its implementation could have on equity-deserving groups.**

How a policy may negatively impact equity-deserving groups will be context dependent. Examples of negative policy impacts include, but are not limited to:

* Perpetuation of discriminatory stereotypes;
* Exposure of marginalized groups to physical or psychological/emotional harm;
* Systemic barrier to participation;
* Inequitable access to the policy;
* Inequity distribution of benefits or resources;
* Inequitable application of sanctions or penalties;
* Barriers to consultation/feedback mechanisms;
* Imposition of financial barriers; and
* Barriers to administrative fairness.

[Type here]

b) Please specify what measures are being taken to mitigate any consequences to the affected populations. If you are not taking any mitigating actions, please describe why.

[Type here]

**4. Indicate how you will continue to monitor the ongoing implementation of the policy/procedure to ensure that the proposed mitigation measures, if applicable, are effective.**

[Type here]

I have reviewed the level of consultation conducted during the development and drafting of the policy/procedure and believe that the draft(s) is/are reflective of input received or, where such has not been incorporated, am supportive of the approach based on best practices, legislative/regulatory standards, or university priorities.

Signature of SLT member:

Date: Click or tap to enter a date.

Please submit your final package to the Secretariat at policies@queensu.ca .