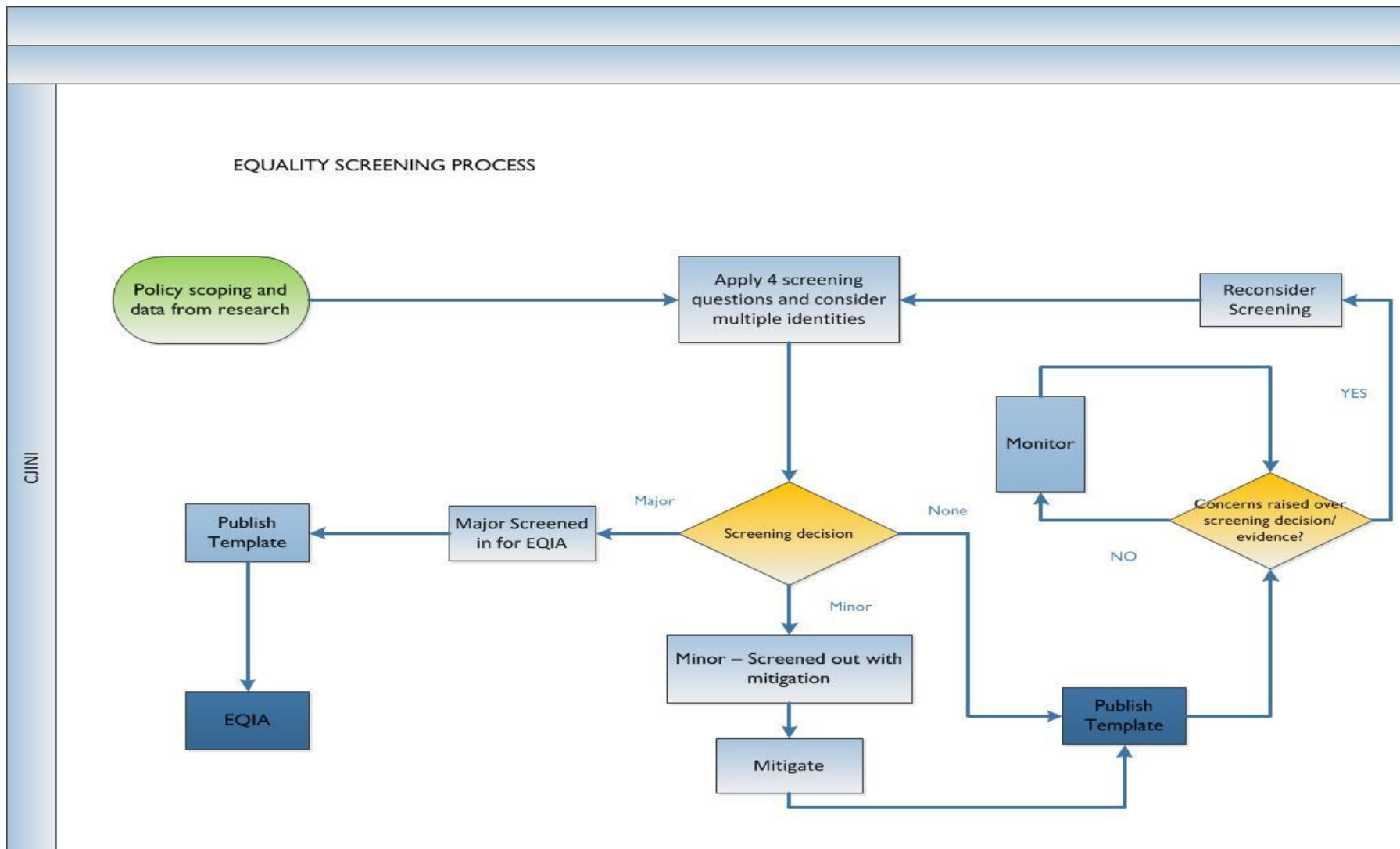




CJI SECTION 75
EQUALITY SCREENING
SCREENING FORM



This form should be completed with reference to the CJI guidance on Equality Screening.

Section 1. Policy information

Name of the Policy: **Data Protection Policy**

Is this an existing, revised or a new policy? **New policy**

What is it trying to achieve? (intended aims/outcomes)

This policy seeks to secure CJI compliance with and raise awareness of the Data Protection Act 1998 and the incorporated 'data protection principles'.

Are there any Section 75 categories which might be expected to benefit from the intended policy? If so, explain how. **No S.75 categories are expected to benefit.**

Who initiated or wrote the policy? **Derek Williamson**

Who owns and who implements the policy? **Chief Executive Officer/Deputy Chief Inspector**

Section 2. Contributory factors:

Are there any factors which could contribute to/detract from the intended aim/outcome of the policy/decision?

None identified

If yes, are they

- financial
- legislative
- other, please specify _____

Section 3. Stakeholders:

Who are the internal and external stakeholders (actual or potential) that the policy will impact upon?

- staff
- service users
- other public sector organisations
- voluntary/community/trade unions
- other, please specify: **Criminal Justice System stakeholders.**

Section 4. Other Policies:

What other policies have a bearing on this policy

Policy titles:	Policy owners
Security Policy	Business Manager
Protective Marking Policy	Business Manager
Clear Desk Policy	Business Manager
Working Away From Office Policy	Business Manager
Security Breach Policy	Business Manager
Freedom of Information Policy	Business Manager
Records Disposal Policy	Business Manager

Section 5. Evidence:

What evidence/information (both qualitative and quantitative) have you gathered to inform this policy? Specify details for each of the Section 75 categories.

Section 75 Category	Details of evidence/information
Religious belief	ENVIRONMENTAL SCANNING
Political opinion	ENVIRONMENTAL SCANNING
Racial group	ENVIRONMENTAL SCANNING
Age	ENVIRONMENTAL SCANNING
Marital status	ENVIRONMENTAL SCANNING
Sexual orientation	ENVIRONMENTAL SCANNING
Men and Women generally	ENVIRONMENTAL SCANNING
Disability	ENVIRONMENTAL SCANNING
Dependants	ENVIRONMENTAL SCANNING

Section 6. Priorities:

What are the different needs, experiences and priorities of each of the following categories, in relation to the particular policy/decision? Specify details.

Section 75 Category	Details of evidence/information
Religious belief	NO IDENTIFIED NEEDS/IMPACTS.
Political opinion	NO IDENTIFIED NEEDS/IMPACTS.
Racial group	NO IDENTIFIED NEEDS/IMPACTS.
Age	NO IDENTIFIED NEEDS/IMPACTS.
Marital status	NO IDENTIFIED NEEDS/IMPACTS.
Sexual orientation	NO IDENTIFIED NEEDS/IMPACTS.
Men and Women generally	NO IDENTIFIED NEEDS/IMPACTS.
Disability	NO IDENTIFIED NEEDS/IMPACTS.
Dependants	NO IDENTIFIED NEEDS/IMPACTS.

Section 7. Screening questions

I. What is the likely impact on equality of opportunity for those affected by this policy, for each of the Section 75 equality categories? Minor/Major/None		
Category	Details of policy impact	Level of impact Minor/Major/None
Religious belief	None	None
Political opinion	None	None
Racial group	None	None
Age	None	None
Marital status	None	None
Sexual orientation	None	None
Men and Women generally	None	None
Disability	None	None
Dependants	None	None

2. Are there opportunities to better promote equality of opportunity for people within the Section 75 equalities categories?		
Category	If Yes, provide details	If No, provide reasons
Religious belief	No	Policy is assessed as neutral
Political opinion	No	Policy is assessed as neutral
Racial group	No	Policy is assessed as neutral
Age	No	Policy is assessed as neutral
Marital status	No	Policy is assessed as neutral
Sexual orientation	No	Policy is assessed as neutral
Men and Women generally	No	Policy is assessed as neutral
Disability	No	Policy is assessed as neutral
Dependants	No	Policy is assessed as neutral

3. To what extent is the policy likely to impact on good relations between people of different religious belief, political opinion or racial group? Minor/Major/None		
Good relations category	Details of policy impact	Level of impact Minor/Major/None
Religious belief	No impact	None
Political opinion	No impact	None
Racial group	No impact	None

4. Are there opportunities to better promote good relations between people of different religious belief, political opinion or racial group?		
Good relations category	If Yes, provide details	If No, provide reasons
Religious belief	No	No impact
Political opinion	No	No impact
Racial group	No	No impact

Section 8. Multiple identity:

Are there any potential impacts of the policy/decision on people with multiple identities? (For example; disabled minority ethnic people; disabled women; young Protestant men; and young lesbians, gay and bisexual people). Provide details & specify relevant Section 75 categories concerned.

None

Section 9. Screening decision

If the decision is **NOT** to conduct an equality impact assessment, please provide details of the reasons.

The policy is not regarded as having any impact on any S. 75 category, either positive or negative and is thus regarded as 'neutral'. The policy ensures compliance with statute in terms of the data Protection Act 1998.

If the decision is **NOT** to conduct an equality impact assessment, consider if the policy should be mitigated or an alternative policy be introduced.

No requirement to mitigate.

If the decision is to subject the policy to an equality impact assessment, please provide details of the reasons.

N/A

Further advice on equality impact assessment may be found in a separate Commission publication: Practical Guidance on Equality Impact Assessment.

Section 10. Mitigation: Minor impact

Can the policy/decision be amended or changed or an alternative policy introduced to better promote equality of opportunity and/or good relations? If so, give the reasons to support your decision, together with the proposed changes/amendments or alternative policy.

No

Section 11. Timetabling and prioritising: Screened in policies:

On a scale of 1-3, with 1 being the lowest priority and 3 being the highest, assess the policy in terms of its priority for equality impact assessment.

Priority criterion	Rating (1-3)
Effect on equality of opportunity and good relations	N/A/
Social need	N/A
Effect on people's daily lives	N/A
Relevance to a public authority's functions	N/A

Is the policy affected by timetables established by other relevant public authorities?

If yes, please provide details.

No

Section 12. Approval and authorisation

Screened by:	Position/Job Title	Date
	D Williamson, Inspector of Criminal Justice	24/1/11
Approved by:	Brendan McGuigan CEO	24/1/2011

The Screening exercise is now complete.

When you have completed the form please retain for your own records and forward a copy
for information to the Equality Officer.