

From: **Information Access**  
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**BY EMAIL**

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Tel: \*\*\*\*\*  
Fax: \*\*\*\*\*

Date: 23 May 2006  
Our Ref: \*\*\*\*\*

Dear \*\*\*\*\*

I am writing in reply to your request for details of how VOSA is complying with the CRE code of practice on racial equality in employment.

VOSA has been working to the duty and requirements of the Race Relations (Amendment) Act 2000 which goes further than the new code of practice. We are undertaking a number of initiatives to ensure that the agency meets the requirements of the Act. VOSA

- is training staff to carry out Race and Equality impact assessments
- is carrying out impact assessments on all work processes, including employment practices
- has produced a Race Equality Scheme in conjunction with the Department of Transport
- has drawn up a Race Equality Scheme Action plan, published on the VOSA website at <http://www.vosa.gov.uk/vosa/aboutvosa/corporatepoliciesandstandards/vosaraceequalityschemeactionplan2005-2008.htm>
- has a 'dignity at work policy' incorporating a team of Harassment contact officers trained to deal with complaints from staff concerning bullying and harassment
- has carried out 'dignity at work' training for managers
- is developing a VOSA Diversity delivery plan and action plan with set ethnicity targets for the feeder grades.
- monitors and collects stats with regard to ethnicity for staff in post, recruitment, training, grievance and performance
- has publicised and encouraged VOSA staff to take part in initiatives such as the 'Green light' Talent Scheme provided by DfT
- has an equal opportunities statement

If you have any queries about this letter, please contact us, quoting reference **F0000353**.

**Complaints**

Details of our complaints procedures are included as a separate attachment.

Yours sincerely

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