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Workplace Adjustments

The [Disability Equality Action Plan](#) (DEAP) includes actions to improve our workplace adjustment (WPA) process. This forms part of our commitment to support the retention and progression of disabled colleagues.

The new WPA process will benefit disabled colleagues, enabling the manager to have conversations about WPA at a local level and for Performance Coaches and Assignment Managers to be clear of the WPA required for the disabled person. It enables line managers to understand more about their employees – their performance, aspirations, development needs – therefore giving them the tools to be better managers This new process will ensure we meet our commitment to the Equality Act 2010. We believe this will be part of the cultural change we desire, to inspire everyone to be more open and transparent about the way and how they work.

The supporting toolkit has been developed for **all** colleagues to help them become confident in requesting and delivering WPAs. It includes information and support around having conversations, how to support colleagues with various conditions and how to request a WPA. Additional specialist support will also be available, for example if an employee needed a specific way of working, support provided by HR Business Partners. Other sources of support is also available from our OH provider, Business Disability Forum (BDF) and Inclusive Employers.