



Equity, Diversity and Inclusion (EDI) Code of Conduct Policy

British Oncology Pharmacy Association

**Version 1.0
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1 Introduction

The British Oncology Pharmacy Association (BOPA) has produced a code of conduct for all BOPA members, to promote a culture of equity, diversity and inclusion (EDI) within the organisation.

2 Statement of Purpose

BOPA is dedicated to creating an inclusive environment for everyone, regardless of race, ethnicity, religion, colour, national origin, age, ability, sexual orientation, gender expression and identity, socioeconomic status or background or physical appearance.

We put forth this code of conduct because we believe in articulating our values and accountability to one another to reinforce mutual respect and provides us with clear avenues to correct our culture should it ever stray.

The content of this code of conduct are concepts we expect all members to apply to their daily lives in and outside of BOPA. Specifically, this applies to interactions in various areas of our shared professional lives, including all events hosted by BOPA, shared online spaces (virtual meetings, forums, etc.), social media, and conferences or other events where we represent BOPA.

All persons who wish to become BOPA members must accept and abide by this policy.

2.1 Meeting our responsibilities

To give positive guidance, the Code of Behaviour provides a list of **'do's and don'ts'** to help us ensure we avoid compromising situations or opportunities for misunderstandings. This list is indicative of expected behaviour and is not exhaustive.

3 Code of Behaviour

- ✓ DO always put this code into practice
- ✓ DO treat everyone with dignity and respect
- ✓ DO set an example you would wish others to follow
- ✓ DO respect and use correct pronouns with all people
- ✓ DO be polite and friendly in all forms of communication
- ✓ DO encourage others to challenge inappropriate behaviours and attitudes
- ✓ DO offer support to other colleagues, both proactively and responsively
- ✓ DO work inclusively in any BOPA related activities (e.g. committees, working groups).
- ✓ DO promote inclusivity in training and education
- ✓ DO ensure equity of respect and opportunity for all members and non-members
- ✓ DO ensure high standard of inclusivity when recruiting committee members
- ✓ DO ensure transparency and accountability in all BOPA Committees
- ✓ DO respect the confidentiality of BOPA members regarding what they may share with you

- ✓ **DO** respect BOPA members' identities and how they choose to self-identify
- ✓ **DO** take any allegations or concerns of non-adherence to BOPA Code of Conduct seriously and refer immediately

- ✗ **DO NOT** trivialise abuse
- ✗ **DO NOT** permit or engage in any prejudicial language (e.g. microaggressions) or actions
- ✗ **DO NOT** permit abusive peer activities, e.g. bullying
- ✗ **DO NOT** police or question somebody's identity as a barrier to BOPA activities
- ✗ **DO NOT** engage in inappropriate behaviour or contact - physical, verbal, sexual
- ✗ **DO NOT** make suggestive remarks or threats, even in fun
- ✗ **DO NOT** use inappropriate language - writing, phoning, email or internet
- ✗ **DO NOT** let allegations, suspicions, or concerns about abuse go unreported

4 Acknowledgements

The authors would like to thank the EDI Subcommittee members for volunteering their time and expertise in developing this policy.

5 Document control

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