



Institute
and Faculty
of Actuaries

Diversity Action Plan 2016/2017



Objective 1: Create and support an inclusive environment

Action	Outcome
1.1 Review our regulatory practices and procedures, including the CPD Scheme, to ensure that they meet the needs of people in a variety of circumstances, including those on parental leave.	The regulatory requirements for members taking a career break are proportionate.
1.2 Develop an online community to support members who wish to discuss/debate the diversity agenda. Utilise volunteer support to facilitate discussions and act as informal mentors.	Members have a platform to discuss key issues in a safe, supportive environment.
1.3 Review the availability of tuition support to students wherever they are located, and consider what alternative methods of support could be implemented.	All students have fair and consistent access to tuition.
1.4 Ensure that the Education Review takes into account diversity issues such as cultural/language differences and pedagogic culture of their prior learning.	Cultural differences do not create barriers to progress within our examinations.
1.5 Streamline the examination access arrangements at application process, engage further with students with more complex needs, and continue to offer access arrangements for students with a range of disabilities.	Students requiring access arrangements have their needs taken into consideration at the earliest opportunity.
1.6 Ensure that, where possible, appropriate arrangements are put in place to meet the cultural, religious and personal circumstances of our students, including building in an awareness of the timings of key festivals and religious observance when scheduling exams.	Exam timetables do not cause conflicts for students.
1.7 Diversity awareness training will be rolled out to all existing staff.	Staff are aware of, and confident about, our diversity strategy and policies.
1.8 All new staff will complete diversity awareness training as part of their induction process.	Staff are aware of, and confident about, our diversity strategy and policies.
1.9 Develop toolkits for members who take career breaks.	Members considering taking, or on career breaks, are provided with support and guidance.
1.10 Enable flexible working for staff so that we can be responsive to the needs of our members at appropriate times.	Flexible customer service arrangements are provided, where reasonable.
1.11 Ensure internal policies and ways of working attract and retain a diverse workforce and encourage the application of diverse skill sets.	The IFoA can attract and retain a high performing, diverse, workforce.



Action	Outcome
1.12 Continue to offer flexibility of working patterns to accommodate staff members' family commitments, religious obligations etc.	The IFoA can attract and retain a high performing, diverse, workforce.
1.13 Continue to move library resources to online digital versions, on appropriate platforms.	Our library service is as accessible as possible to all members.
1.14 Encourage wider range of nominations for IFoA research prizes, for example through: <ul style="list-style-type: none"> • greater communication in the lead-up to the nominations – through newsletters, The Actuary, key committees/boards and editors of the other actuarial journals around the world • Promotion and publicity of prizes at the time of the awards to raise overall awareness of their existence to encourage more nominations in the future. 	Wider recognition for high quality outputs and engagement in IFoA research.
1.15 Offer reduced rate examination and subscription fees for those members on lower earnings.	IFoA examinations and membership are accessible to those on lower incomes.



Objective 2: Embrace the value of diverse perspectives

Action	Outcome
2.1 All Boards and Committees will be asked to track the diversity of candidates they are encouraging to apply for the volunteer vacancies. This information to be reported on an annual basis.	More applicants from under represented groups are encouraged to apply for volunteer roles.
2.2 Promote successful role models using volunteer profiles and greater visibility of senior women in the calendar of networking events, training and industry events	More women are encouraged to apply for volunteer roles.
2.3 Track gender diversity on boards and committees by producing a report at the end of the sessional year for each Board and Committee which shows how many women apply for roles and how many are recruited.	More women are encouraged to apply for volunteer roles.
2.4 Implement a pilot scheme which will involve working with one of our Practice Boards in the 2016/2017 sessional year. The aim of the pilot will be to explore different ways of working to overcome some of the barriers that may prevent certain individuals from applying, being recruited for or being able to meaningfully contribute at Board meetings. At the end of the year we will produce a report outlining our findings, which will enable us to identify a number of ways that we can support diversity on our Boards in the future. This will include utilising groups such as the Diversity Advisory Group to help us identify what these barriers are and what the solutions could be. These will be based on research and by sharing best practice from diversity initiatives in their own organisations. We shall also need to ensure that we have reliable and appropriate technology to support our initiatives.	Boards are better supported to achieve diversity.
2.5 Encourage a diverse range of Honorary Fellow nominations through greater communication in the lead-up to the nominations, and promotion and publicity at the time of award to encourage future nominations.	A greater diversity of skills and knowledge to support the deliver of our strategy.
2.6 Ensure as many events as possible are available to view online	All members have access to our events. This will allow them to help shape the future of the subject as well as access CPD.
2.7 Encourage more international member participation in research projects	Research is developed which is relevant to the issues faced by members around the world.
2.8 Ensure a diverse range of representation in our Student Consultative Forum, for example, including international and disabled students.	Feedback of the issues which affect all students.



Objective 3: Raise awareness of diversity within the profession

Action	Outcome
3.1 Develop three short introductory films on unconscious bias which will be available to all members via our website and deliver a training session on unconscious bias at our Staff Annual Meeting.	Increased awareness of the issue of unconscious bias and better understanding of the business benefits of unconscious bias training.
3.2 Work with the member-led Diversity Advisory Group to organise a series of events to be held throughout the year aimed at building awareness and understanding of diversity issues.	Further debate on diversity provided. Increased visibility of relevant role models and mentors.
3.3 Work with conference planning committees to consider the diversification of speaker line-ups and the appropriateness of social activities. Also, build specific diversity related topics into conferences.	Diversity is an ongoing core topic.
3.4 Build specific diversity related topics into The Actuary magazine.	Diversity is an ongoing core topic.
3.5 Better promotion of the breadth of research activities and the relevance to the wider actuarial community and beyond.	Increased utilisation of IFoA research and enhanced promotion of the profession and the value it adds.
3.6 We will publish staff equal pay information in our annual accounts/report.	Equal pay for all staff, regardless of gender.
3.7 Continue to promote the role of actuaries to potential students in under-represented groups, for example through the schools maths challenge events.	Increased diversity of our student population.
3.8 Continue to ensure all member communication content is diverse and inclusive.	All member groups feel part of the IFoA community.





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