

# Progress report

Use this page to map your progress against the actions. Fill in the relevant dates at the top of the chart and for each action, input whether your organisation is at the Ad-hoc, Repeatable, Committed/controlled, Established/managed or Exemplar/optimal stage, using the Maturity Matrix.

	Beginning date	After six months	After 12 months	After 18 months	After 24 months	After about 30 months
<b>Leadership and strategy</b>						
1. Clear organisational commitment						
2. Leaders have in-depth knowledge and understanding.						
<b>Accountability</b>						
3. Appoint senior officer to be responsible						
4. This person has overarching responsibility for data collection, analysis and reporting						
5. This person has overarching responsibility for a co-produced Strategic Plan.						
<b>Addressing concerns</b>						
6. Ensure support staff offer effective, confidential and independent point of contact						
7. Have clear policies and procedures for staff to report any incidents						
8. Emphasise and follow through on a zero-tolerance approach in cases of racist behaviour by patients and carers towards healthcare staff.						
<b>Equity of opportunity</b>						
9. Take an evidence-based and objective approach to recruitment and promotion opportunities						
10. Provide mentoring to all staff including at least a proportionate number of minoritised ethnic staff.						
<b>Organisational culture</b>						
11. Create a culture that feels safe, encourages openness at all levels, and is a welcoming and inclusive environment for minoritised ethnic staff						
12. Develop an effective staff network to address the needs of minoritised ethnic staff and help make sure it is sustainable.						
<b>Specific sections of the medical workforce</b>						
13. Increase organisational awareness that IMGs and SAS doctors are more likely to experience racism and gradism in the workplace						
14. Provide early pastoral, practical and professional induction and support to IMGs and address disproportionate referrals for disciplinary action						
15. For SAS doctors, implement the BMA's SAS charter in full.						