

Name of new / revised Policy:	Secure Disposal Policy
Purpose of Policy:	Ensure the proper methods of disposal of Information and Equipment exist within COPFS
Lead EIA Officer:	Head of ISD
Team / Federation:	ISD
Email Address:	DiversityTeam@copfs.gsi.gov.uk
Others involved:	
Date Assessment Completed:	17.11.2014
Assessment Record Authorised by:	

This new / revised policy was fully assessed for any equality impact based on the General Equality Duty of the Equality Act (2010).

Summary of research and consultation carried out:
Equalities Team COPFS CLAS Consultant
Key issues identified: - (Note here if you conclude there are no equality issues relating to the new / revised policy)
There are no equality issues
Changes made to new / revised Policy
New policy
Review Process for Policy
Every 12 months

SEND THIS COMPLETED FORM TO DiversityTeam@copfs.gsi.gov.uk

For further information about this impact assessment, please contact: Equality Team, Policy Division, Crown Office, 25 Chambers Street, Edinburgh, EH1 1LA

Alternatively send an email to DiversityTeam@copfs.gsi.gov.uk.

Assessment records can be made available in alternative formats or languages on request.