



DE&I EVENTS POLICY

Internet Services Providers' Association

Introduction

This document outlines commitments and guidelines for upholding principles of diversity, equality and inclusion (DE&I) in all events organised by the Internet Services Providers' Association (ISPA).

ISPA prides itself on hosting interesting and engaging events for the telecommunications sector for nearly 30 years. Bringing together representatives from across industry, government, and the third sector, our prerogative is to provide a platform for knowledge exchange and collaboration which adds value to the sector as a whole.

As such, we recognise that our events should visibly reflect our internal values of diversity and inclusion; therefore, we have created this policy to identify actionable commitments which we believe will result in lasting and positive change.

In this policy we commit to upholding the principles of DEI in all our public-facing work, particularly before, during and after our events. We believe that diverse perspectives shape responsible internet practices, and that by actively promoting these values we can contribute to a more diverse, equitable and inclusive telecommunications sector overall.

Policy Outline

Pre-event planning and coordination

When planning our events, making sure that the speaker selection is diverse, and the event is accessible to everyone who might want to attend.

Event calendar and agenda creation

We commit to...

- encouraging input on our event themes and focuses from ISPA members, and in so doing specifically referencing our DEI commitments.
- integrating our DEI policy into the event planning process, including within the purpose, goals, and target audience.
- integrating our DEI policy into the onboarding process for ISPA partners and sponsors in the partner programme.
- sharing our DEI policy with members, partners and potential sponsors and hosts, requesting their support and compliance.
- dedicating at least one event or event theme (i.e. panel) per calendar year which focuses on an aspect of DEI in the telecoms sector.
- reconsidering the focus of an event which lacks diversity.

Speaker selection and support

We commit to...

- actively seeking and inviting speakers who represent a broad range of perspectives and representing protected characteristics.
- doing everything in our power to avoid all-male panels and ensure balanced gender representation at all our events.
- managing an internal speaker database with particular regard to this policy.
- requesting organisations to nominate multiple individual speakers, making known and with specific regard to ISPA's DEI policy.
- when coordinating external events, inquiring about the organisers' DEI efforts and prioritise events that demonstrate a commitment to inclusion.
- exploring options to provide training and support sessions for individuals who lack speaking experience, in order to encourage new voices at our events.

Policy Outline

Accessibility and environment

We commit to...

- communicating our DEI policy and conduct requirements to all attendees ahead of our events, outlining expected behaviour and procedures for addressing any concerns.
- ensuring a welcoming and respectful environment at all events, free from discrimination, harassment, or bias. Complaints are taken extremely seriously and dealt with in an appropriate manner.
- making available venue accessibility information (i.e., step-free access) to attendees ahead of events, and doing everything in our power to make appropriate accommodations for individual needs.

Post-event

Outside of and around our events, maintaining and continually improving our approach to encouraging diversity and inclusion.

Ongoing learning and accountability

We commit to...

- continuously implementing learning and feedback on DEI best practices into our events, including by reviewing this policy every six months to ensure it remains effective and relevant.
- coordinators and managers being held accountable to Council for implementing and upholding this policy, ensuring that DEI is integrated into all aspects of event planning and execution.
- ensuring that all ISPA staff familiarise themselves with this policy, which will be readily available on the company website.
- if this policy has been insufficiently implemented, considering additional measures, such as external DEI training courses for ISPA staff.

Policy Outline

Data Collection and Analysis

We commit to...

- sharing a voluntary diversity monitoring form to all speakers and attendees to help us understand and improve representation. This data will allow us to monitor progress and identify areas for improvement.
- in addition to the speaker form, consider gathering anonymous feedback from event attendees about their experiences and perceptions of inclusivity.

Conclusion

ISPA believes that promoting DEI in our events is essential for building a stronger, more inclusive internet community. By embracing diversity, we can create richer and more impactful experiences for all participants, leading to greater innovation and collaboration across the sector.

Annex

Definitions

Protected characteristics:

This term refers to certain individual characteristics including but not limited to:

- Gender identity and expression
- Race and ethnicity
- Disability and accessibility needs
- Sexual orientation
- Socioeconomic background
- Professional experience and expertise

Unexpected Changes

While we strive for balanced representation, last-minute changes may occasionally affect speaker diversity. We commit to collaborating with event organisers to find replacements which balance the overall speaker lineup, even at short notice. If appropriate, we will acknowledge the lack of representation at the event's start and highlight our commitment to addressing it in the future.

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For more information, please contact us at admin@ispa.org.uk,
or visit our website at www.ispa.org.uk