

HOW TO DRIVE DIGITAL INCLUSION

WORKFORCE

Everybody should have the tools they need to work effectively.

I check all my documents for accessibility, the same way I would spell check them.

I'm aware that everyone has different requirements & make my work as accessible as possible.

IT

Do we have software and IT equipment with accessibility options in place?

How about screen-reading software or modified telephones?

Can we provide specific training or mentoring?

Which accessibility features provides M365 already at no extra cost?

HR

Do we have suitable job adverts?

Is our website fully accessible?

Do we attend disability-related job fairs and conferences?

Do we have an equal opportunities policy?

Do we offer a fair interview process?