

LAPT

LONDON ACADEMY OF PROFESSIONAL TRAINING

CERTIFICATE

ISO 30415GEN — Diversity and Inclusion Human Resource Management

ISO Certification Programme



LAPT — London Academy of Professional Training

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Reference DIV-GEN-30415GEN • ISO Diversity & Inclusion

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AT A GLANCE

REFERENCE	DIV-GEN-30415GEN
AWARD	Certificate
ASSESSMENT	300 marks — 180 to pass (60%)
PREREQUISITES	None
VALIDITY	Lifetime
AWARDING BODY	LAPT — London Academy of Professional Training

CURRICULUM

1

ISO DIV Foundation

7 chapters · 42 classes100 marks

• 4 Clause 4: Context of the Organisation — 6 classes

› Understanding the Organisation's Role in Diversity Management

› Identifying Interested Parties in Diversity and Inclusion

› Defining the Scope of Diversity Management Systems

› Establishing Management System Boundaries for Inclusion

› Mapping Stakeholder Needs in HR Diversity Practices

› Integrating Contextual Analysis into HR Diversity Strategies

• 5 Clause 5: Leadership — 6 classes

› The Role of Leadership in Diversity and Inclusion

› Establishing a Commitment to Diversity in HR

› Developing Effective Diversity and Inclusion Policies

› Defining Roles and Responsibilities in Inclusion

› Authority and Accountability in Inclusive Leadership

› Creating an Inclusive Culture through Leadership Actions

• 6 Clause 6: Planning — 6 classes

› Identifying Risks in Diversity and Inclusion Management

› Opportunities for Enhancing Workplace Inclusion Practices

› Setting Clear Objectives for Diversity Initiatives

› Strategic Planning for Effective Inclusion Strategies

› Measuring Success: Evaluating D&I Objectives

› Integrating D&I Goals into HR Management Plans

• 7 Clause 7: Support — 6 classes

› Leveraging Resources for Effective D&I Management in ISO 30415GEN

› Building Competence in Diversity and Inclusion Practices

› Fostering Awareness of Diversity and Inclusion Principles

› Effective Communication Strategies for D&I Initiatives

› Documented Information in Diversity and Inclusion Frameworks

› Enhancing Organisational Support for Diversity and Inclusion Efforts

• 8 Clause 8: Operation — 6 classes

› Establishing Operational Objectives for Diversity and Inclusion

› Identifying Resources for Effective Inclusion Strategies

› Implementing Processes for Inclusive HR Practices

› Monitoring Performance Against Inclusion Targets

› Risk Management in Diversity and Inclusion Initiatives

› Continuous Improvement in Diversity and Inclusion Operations

• 9 Clause 9: Performance Evaluation — 6 classes

› Establishing Performance Metrics for Diversity and Inclusion

› Techniques for Measuring Inclusion in the Workplace

› Analyzing Diversity Data for Improved HR Practices

› Conducting Internal Audits on D&I Initiatives

› Management Reviews: Enhancing D&I Performance Evaluation

› Using Evaluation Findings to Drive Diversity Strategies

• 10 Clause 10: Improvement — 6 classes

› Identifying Nonconformities in Diversity and Inclusion Practices

› Steps for Effective Corrective Action in HR Management

› Cultivating a Culture of Continuous Improvement in D&I

› Measurement and Evaluation of D&I Initiatives Performance

› Best Practices for Sustaining Diversity and Inclusion Progress

› Engaging Stakeholders in the Improvement Process for D&I

• CH1 Understanding ISO 30415GEN and Its Importance — 6 classes

- › Overview of ISO 30415GEN Standards and Principles
- › Key Definitions in Diversity and Inclusion Framework
- › The Business Case for Diversity and Inclusion
- › Current Trends in Diversity and Inclusion Practices
- › ISO 30415GEN's Impact on Human Resource Management
- › Aligning Organisational Goals with ISO Standards

• CH2 Conducting Effective Gap Analysis for D&I — 6 classes

- › Identifying Current D&I Practices Within the Organisation
- › Tools and Techniques for Conducting Gap Analysis
- › Assessing Compliance Against ISO 30415GEN Requirements
- › Evaluating Stakeholder Perceptions on D&I Efforts
- › Reporting Findings and Recommendations
- › Setting Priorities Based on Gap Analysis Outcomes

• CH3 Project Planning for D&I Implementation — 6 classes

- › Developing a Comprehensive D&I Implementation Plan
- › Establishing Clear Objectives and Key Performance Indicators
- › Resource Allocation and Budget Considerations
- › Creating a Project Timeline and Roadmap
- › Risk Assessment and Mitigation Strategies
- › Communicating the Plan to Stakeholders

• CH4 Engaging Stakeholders in D&I Initiatives — 6 classes

- › Identifying Key Stakeholders in the Organisation
- › Strategies for Effective Stakeholder Engagement
- › Facilitating Workshops and Focus Groups
- › Building an Internal D&I Task Force
- › Managing Resistance and Fostering Acceptance
- › Celebrating Milestones and Contributions in D&I

• CH5 Ensuring Compliance and Readiness for Certification — 6 classes

- › Documenting Policies and Procedures for D&I
- › Establishing an Internal Audit Methodology
- › Conducting Mock Audits for ISO 30415GEN Compliance
- › Management Review Processes for Continuous Improvement
- › Preparing Documentation for Certification Bodies
- › Strategies for Successful Certification Audits

• CH1 Foundations of Diversity and Inclusion in HR — 6 classes

- › Introduction to ISO 30415GEN Standards
- › Understanding Diversity and Inclusion
- › Key Principles of Gender Equity
- › Regulations and Compliance in HR Management
- › Impact of D&I on Organizational Culture
- › Measuring D&I Outcomes in Organizations

• CH2 Positioning ISO Skills Within Industry Sectors — 6 classes

- › Identifying Key Sectors for D&I Consulting
- › Mapping ISO Skills to Industry Needs
- › Sector-Specific Challenges in D&I
- › Case Studies of Successful D&I Initiatives
- › Tools for Sector Analysis in Consulting
- › Strategic Positioning for D&I Consultants

• CH3 Building Your Consultant Brand — 6 classes

- › Essentials of Personal Branding in Consulting
- › Developing Your Unique Selling Proposition
- › Creating a Professional Online Presence
- › Networking Strategies for D&I Consultants
- › Leveraging Social Media for Brand Visibility
- › Crafting Compelling Case Studies and Testimonials

• CH4 Client Advisory Services in D&I Consulting — 6 classes

- › Understanding Client Needs and Objectives
- › Conducting D&I Assessments and Audits
- › Developing Tailored D&I Strategies
- › Effective Communication with Clients
- › Monitoring Progress and Adaptation
- › Building Long-term Client Relationships

• CH5 Integrating ISO and Industry Practices — 6 classes

- › Aligning ISO Standards with Best Practices
- › Tools for Implementation of D&I Initiatives
- › Evaluating ISO Compliance in D&I
- › Training and Development for D&I Practices
- › Collaborating with Stakeholders for Success
- › Measuring and Reporting Impact of D&I Integration