

The EMPLOY Charter

Breast Cancer Care's guide to best practice in the workplace



Useful addresses

Employment organisations

Employers' Forum on Disability (EFD)

Nutmeg House, 60 Gainsford Street, London SE1 2NY

Telephone: 020 7403 3020

Minicom: 020 7403 0040

Email: info@employers-forum.co.uk

Website: www.employers-forum.co.uk

EFD is the world's leading employers' organisation focused on disability as it affects business. Funded and managed by over 400 members, EFD makes it easier to employ and do business with disabled people.

A broad range of specialist briefing papers, publications and events are available. Please contact EFD for further information.

Advisory, Conciliation and Arbitration Service (Acas)

Telephone: 08457 47 47 47

Minicom: 08456 06 16 00

Website: www.acas.org.uk

The Acas Helpline offers advice for both employers and employees who are involved in an employment dispute or are seeking information on employment rights and rules.

Citizens Advice Bureaux

Website: www.citizensadvice.org.uk

The Citizens Advice service helps people resolve their legal, money and other problems by providing free information and advice from over 3,000 locations, and by influencing policymakers.

Department for Work and Pensions (DWP)

Website: www.dwp.gov.uk

DWP Benefit Enquiry Line

Telephone: 0800 882200 (in Northern Ireland 0800 220674)

Textphone: 0800 243355 (in Northern Ireland 0800 243787)

An advice line for people with disabilities and their carers run by the DWP. Offers general benefit information including local help.

www.breastcancercare.org.uk/employ

The Pension Service

Telephone: 0845 606 0265

Textphone: 0845 606 0285

Website: www.thepensionservice.gov.uk

The Government has set up The Pension Service, which is part of the Department for Work and Pensions. This service is for people who are already pensioners or are planning for their retirement, no matter how far off it might be. The Pension Service has a network of pension centres supported by a local service.

The Equality and Human Rights Commission

Website: www.equalityhumanrights.com

Telephone:

England 0845 604 6610 (textphone 0845 604 6620)

Wales 0845 604 8810 (textphone 0845 604 8820)

Scotland 0845 604 5510 (textphone 0845 604 5520)

Email:

info@equalityhumanrights.com

wales@equalityhumanrights.com

scotland@equalityhumanrights.com

The new commission works to eliminate discrimination, reduce inequality, protect human rights and to build good relations, ensuring that everyone has a fair chance to participate in society.

Dial UK

St Catherine's, Tickhill Road, Doncaster DN4 8QN

Telephone/textphone: 01302 310123

Email: informationenquiries@dialuk.org.uk

Website: www.dialuk.info

National organisation that supports a network of DIAL groups in the UK; each offers a disability information and advice service to its local community.

Cancer organisations

Macmillan Cancer Support

89 Albert Embankment, London SE1 7UQ

Telephone: 020 7840 7840

Macmillan CancerLine: 0808 808 2020

Textphone: 0808 808 0121

Email: cancerline@macmillan.org.uk

Website: www.macmillan.org.uk or www.cancerbackup.org.uk

Macmillan Cancer Support offers a range of information and support for both employers and employees.

The Macmillan CancerLine helps people living with cancer, their family, friends and carers, find a way through the maze of cancer information and support in the UK.

Maggie's Centres

The Stables, Western General Hospital, Crewe Road, Edinburgh EH4 2XU

Email: enquiries@maggiescentres.org

Telephone: 0131 537 2456

Website: www.maggiescentres.org

Maggie's offers information, psychological and emotional support and practical advice to anyone affected by cancer.

Tenovus Cancer Information Centre

Velindre Hospital, Whitchurch, Cardiff CF14 2TL

Administration: 029 2019 6100

Helpline: 0808 808 1010

Website: www.tenovus.com

Tenovus is a charitable organisation committed to the control of cancer through: quality research, prevention/education, counselling and patient care. Social workers and welfare rights officers in the welfare rights department are experienced in advising cancer patients about benefit entitlement.

Further reading

- **‘Cancer and working guidelines for employers, HR and line managers’ (2006)**
Published as a result of a collaboration between Cancerbackup, the CIPD, and the Working with Cancer (WwC) group. Available from www.cipd.co.uk and www.cancerbackup.org.uk
This paper provides advice and guidance on how to deal with cancer and cancer-related issues in the workplace.
- **Coping with fatigue**
Cancerbackup, London 2002, ISBN 1904370233
This booklet looks at cancer-related fatigue and ways of coping with it. To order, visit www.cancerbackup.org.uk
- **Directgov**
Disabled People/Employment Support
Website: www.direct.gov.uk/en/DisabledPeople/Emplimentsupport
This section of the directgov website provides information on looking for work; work schemes and programmes; support while in work; and employment rights.

Disabled people/Rights and Obligations
Website: www.direct.gov.uk/en/DisabledPeople/RightsAndObligations
This section includes information on disability rights.
- **Disability Discrimination Act 1995**
and
Disability Discrimination Act 2005 [An Act to amend the Disability Discrimination Act 1995; and for connected purposes]
Full text available from the Office of Public Sector Information, www.opsi.gov.uk/acts
- **Do the Duty**
Website: www.dotheduty.org
Information on the Disability Equality Duty.
- **Employ ability**
Website: www.dwp.gov.uk/employability
The site is for managers and employers who want to know how employing disabled people, or those with long-term health conditions, makes good business sense.
- **Health Work Wellbeing**
Website: www.workingforhealth.gov.uk
Health Work Wellbeing is a Government-led initiative to improve the health and wellbeing of working age people.
- **Macmillan Cancer Support – Working through Cancer**
Website: www.macmillan.org.uk/work
Support for employees and managers on work and cancer.