



Withdrawing representation Policy **IWGB Legal department**

The IWGB is a diverse, grassroots trade union, representing thousands of people across the country, from a number of backgrounds, ethnicities, religions, sexual orientations, genders and nationalities. The Union works hard every day holding abusive employers to account, for a variety of unlawful conduct, including and importantly, for instances of discrimination.

The Union therefore expects its own members to be inclusive of, and respectful to, other members, regardless of their gender, race, nationality, sexual orientation, or any other protected characteristic. These expectations are reflected in the statement of inclusivity (<https://iwgb.org.uk/en/page/statement-of-inclusivity/>) and the members code of conduct (<https://iwgb.org.uk/en/page/code-of-conduct/>).

There are instances where members might be disciplined in their workplaces for not upholding the values contained in those policies and this policy seeks to provide guidance to Legal Department caseworkers when faced with having to provide representation in such instances.

1. When caseworkers are asked to represent members who have acted in breach of the statement of inclusivity, caseworkers will first try to establish whether the member regrets this conduct and is prepared to apologise and rectify such conduct.
2. The Legal Officers will determine who in the Legal Department is best to undertake that task in order to be mindful of everyone's sensibilities and reasonable objections to dealing with the member.
3. If the member recognises the conduct to be reprehensible and shows true willingness to apologise and rectify their conduct, the Legal Officers will have the power to decide whether the Legal Department should support the member.
4. In the event that the member does not undertake the above and insists on their conduct being acceptable, the Legal Officers will have the power to make the decision to refuse or withdraw representation from the member, a decision which should be communicated in writing.
5. The Legal Officers should also decide whether the matter is serious enough for it to be referred to the disciplinary subcommittee.