

THE RACE REPORT

LIST OF DATA POINTS

Participating organisations will submit data through The RACE Report data platform. Once signed up to participate, they will receive access to the platform. Data can be added to the platform at any point within the submission window, which closes on 25th September 2026. Organisations can review what is required within the platform, or use this document to identify what needs to be collected for their submission.

There is a [staff survey template](#) for participating organisations to use should they wish, which aligns with the diversity data collected by The RACE Report.

SECTION A: ADMINISTRATION AND ORGANISATION CHARACTERISTICS

A1	Contact name	
A2	Contact role	
A3	Contact email address	
A4	Organisation name	
A5	Organisation charity and/or company number(s)	
A6	Number of paid staff (full time equivalent – FTE)	Choose one from the following categories: 0-9 10-49 50-249 250-499 500-1000 1000 or more
A8	UK region most staff are based in	Choose one from the following: East Midlands East of England London North East North West Northern Ireland Scotland South East South West Wales West Midlands Yorkshire and The Humber No dominant region
A12	Sector	Choose one from the following: Climate or climate justice Environment or nature Sustainability Other (please specify)
A13	Main activities	Choose three (max) from the following: Activism Behaviour change Campaigns and advocacy Collaborative work with businesses

		Consultancy, service provision and products Education Finance and investment Grant-making and funding Marketing, communications, PR Membership and/or representation Movement building Policy Programmes Providing access to nature Recruitment and careers Regulation and/or litigation Renewable energy generation Research and/or academia Species-specific conservation work Supporting young people Sustainable land management Other activities (please specify)
A14	Organisation age	Choose one from the following: Less than 5 years 5 to 10 years 11 to 15 years 16 to 20 years 21 to 30 years 31 to 40 years 41 to 50 years 51 to 60 years 61 to 70 years 71 years or more Don't know
	Total number of paid staff (headcount)	
	Total number of paid staff - permanent (headcount)	
	Total number of paid staff - non-permanent (headcount)	
	Total number of paid staff – people managers (headcount)	
	Total number of paid staff – senior leaders (headcount)	
	Total number of trustees (headcount)	
	Pay gaps	Enter percentage figures for: Mean ethnicity pay gap Median ethnicity pay gap Mean gender pay gap Median gender pay gap Mean disability pay gap Median disability pay gap

SECTION B. DIVERSITY DATA

In 2026, data for section B is uploaded via Excel CSV file. Please read our data platform submission guide for full details.

Mandatory data

The table below outlines the personal characteristics we are collecting as mandatory should organisations collect this data. We strongly encourage organisations to collect and submit as much of this data as possible to ensure we understand how diversity is spread across different role types and levels.

Age and gender are collected as mandatory and used as controls.

Organisation role	Paid staff	Trustees
Race/ethnicity	✓	✓
Age	✓	✗
Gender	✓	✗
Role type [e.g. permanent or non-permanent, or trustee]	✓	✓
People management	✓	✗
Senior leadership	✓	✗
Promotion	✓	✗
Extension	✓	✗
Retention	✓	✗
Trustee status	✓	✓

Race/ethnicity

Please use the following categories, and read our submission guide for details on how to upload this data into the data platform.

Race/ethnicity categories
Arab
Asian/Asian British - Indian
Asian/Asian British – Pakistani
Asian/Asian British – Bangladeshi
Asian/Asian British – Chinese
Asian/Asian British – Any other Asian background
Black/African/Caribbean/Black British – Caribbean
Black/African/Caribbean/Black British – African
Black/African/Caribbean/Black British – British
Black/African/Caribbean/Black British – Any other Black/African/Caribbean/Black British background
Gypsy or Traveller Communities
Jewish
Latin/South/Central American
Mixed/Multiple ethnic groups – White and Black Caribbean

Mixed/Multiple ethnic groups – White and Black African
Mixed/Multiple ethnic groups – White and Asian
Mixed/Multiple ethnic groups – White and Latin/South/Central American
Mixed/Multiple ethnic groups – Any other Mixed/Multiple ethnic background
Roma
White – English
White – Scottish
White – Welsh
White – Northern Irish
White – British
White – Irish
White – Any other White background
Any other ethnic group
Total individuals that have not disclosed this information

Age

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Age categories
17 and under
18-24
25-34
35-44
45-55
56-64
65 and over
Not known

Gender

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Gender categories
Woman
Man
Non-binary
Self-describe in another way
Not known

Role type

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Role type categories
Permanent [Permanent staff are those with contracts that do not have expiration dates]
Non-permanent [Non-permanent or temporary staff, are those on contracts that have a stated expiration date. These can include casual work, seasonal work and any other temporary work. It

should not include volunteers – they are out of scope for The RACE Report]
Trustee [Member of the governing body that is responsible for the governance of the organisation – it is typically made up of unpaid individuals. The name of the governing body is usually determined in its governing document]

People management

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Note: People managers are any staff, including senior leadership, that manage one or more staff.

People management categories
Is a people manager
Is not a people manager
Not known

Senior leadership

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Note: Senior leaders are individuals at the highest level of executive management within the organisation. They can include heads of departments, directors and chief executives. Typically these are people that sit on a senior leadership team, or similar.

People management categories
Is a senior leader
Is not a senior leader
Not known

Promotion

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Use the following references to show if each member of staff received a promotion **during 2025**. This can include permanent and non-permanent staff who have been promoted to a better-paid and/or more senior role. This should not include staff that have only received cost of living increases.

Promotion categories
Was promoted
Was not promoted
Not known

Retention

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Use the following references to show if each member of staff was retained **during 2025**. This only includes non-permanent staff who have become permanent during this period.

Retention categories

Was retained
Was not retained
Not known

Extension

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Use the following references to show if each member of staff received an extension to a non-permanent contract **during 2025**.

Extension categories
Contract was extended
Contract was not extended
Not known

Trustee status

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Trustees are members of the governing body that is responsible for the governance of the organisation – it is typically made up of unpaid individuals. The name of the governing body is usually determined in its governing document.

Extension categories
Is a trustee
Is not a trustee
Not known

Optional data: intersectional identities

The following data points are only required if you are submitting intersectional data. They only apply to paid staff. The RACE Report does not collect any of the following characteristics for trustees.

The identities included are based on those covered by the Equalities Act (2010) however we've tried to use language and terms that describe the wide range of characteristics and experiences that people may have. The terms and language used may be different to those used by your organisation. If you're not sure on how to align your data with the categories we've set out, please get in touch at race-report@sos-uk.org

Gender reassignment

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Gender reassignment categories
Same as sex assigned at birth
Not the same as sex assigned at birth
Prefer not to say
Not known

Disability

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Disability categories
Yes
No
Don't know
Prefer not to say
Not known

Sexual orientation

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Sexual orientation categories
Bisexual
Gay or lesbian
Heterosexual
Queer
Prefer to self-describe
Prefer not to say
Not known

Religion and belief

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Religion and belief categories
No religion or belief
Buddhist
Christian
Hindu
Jewish
Muslim
Sikh
Other
Prefer not to say
Not known

Marriage and civil partnership

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Marriage and civil partnership categories
Yes
No
Prefer not to say
Not known

Parental leave

Please use the following categories and read our submission guide for details on how to upload this data into the data platform.

Marriage and civil partnership categories
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Birthing parent leave (including shared parental leave)
Non-birthing parent leave (including shared parental leave)
Adoption leave (including shared parental leave)
None of these
Prefer not to say
Not known

If you would like to add any notes or comments about the data you have submitted under any category, please do so using the box below.

Where your comments relate to a specific group please ensure you include the relevant details.

SECTION C. POLICY STRATEGY AND ACTION

This section is optional, however we strongly encourage all organisations to complete.

We recognise that there are likely to be multiple definitions of race and ethnicity across the organisations taking part. In section C we use the phrase ‘people of colour’ and by that we mean any person who identifies as being from the following ethnic minorities or marginalised communities:

Arab
Asian/Asian British - Indian
Asian/Asian British – Pakistani
Asian/Asian British – Bangladeshi
Asian/Asian British – Chinese
Asian/Asian British – Any other Asian background
Black/African/Caribbean/Black British – Caribbean
Black/African/Caribbean/Black British – African
Black/African/Caribbean/Black British – British
Black/African/Caribbean/Black British – Any other Black/African/Caribbean/Black British background
Gypsy or Traveller Communities
Jewish
Latin/South/Central American
Mixed/Multiple ethnic groups – White and Black Caribbean
Mixed/Multiple ethnic groups – White and Black African
Mixed/Multiple ethnic groups – White and Asian
Mixed/Multiple ethnic groups – White and Latin/South/Central American
Mixed/Multiple ethnic groups – Any other Mixed/Multiple ethnic background
Roma

We’d like to understand more about the work you’re undertaking in your organisation to progress equity, diversity and inclusion.

C1 Please use the box below to share up to 250 words describing your organisation’s approach and commitment to equity, diversity and inclusion.

This statement will feature on your organisation’s transparency card alongside the data from section C above that you have submitted.

C2 Please use the box below to share anything you have done that you feel is particularly innovative or impactful on equity, diversity and inclusion, explaining why it has been impactful, and, if possible, how you know what impact it has had.

We will contact you before publishing any good practice that you share in this box.

C3 Please use the box below to share any other comments you wish to make on your organisations work towards equality, equity, diversity and inclusion including what has gone well and challenges you’ve faced. We will not publish anything you provide in this box without your prior permission.

We’d like to understand more about the policies, actions and strategy related to equality, diversity and inclusion that cover your organisation. We believe that all of the items below help to tackle discrimination, improve inclusion and increase racial diversity.

The list covers a breadth of areas and incorporates commonly recommended actions to support progression of equality, diversity and inclusion, but is not intended to be an exhaustive list. Neither is one action intended to be prioritised over another, and actions may not be applicable to all organisations.

For each item, we will ask you to indicate your progress according to the following scale:

- No implementation yet
- In the process of implementing
- Fully implemented and operational
- Not applicable to us
- Not appropriate for us
- Not possible for us, for example due to cost, or capacity
- Don’t know

C4	Has your organisation implemented any of the following aspects related to transparency? Please provide one answer for each action
A	A published statement that shows the organisation is committed to tackling racism reviewed in the past 12 months
B	Signed up to the Race at Work Charter , Diverse Sustainability Initiative , WCL's diversity and anti-racism statement or similar
C	Statement on recruitment page stating areas in which the organisation is underrepresented, if applicable
D	Reporting on diversity, equality and inclusion in the last annual report
E	Race equity pay gap published in last 18 months

C5	Has your organisation implemented any of the following aspects related to strategy and targets? Please provide one answer for each aspect
A	Race equity strategy that aims to address systemic racial inequalities, or similar with clear timeline and evaluation framework
B	Race diversity and inclusion strategy that aims to ensure an inclusive organisational environment, or similar with clear timeline and evaluation framework.
B	A progression plan to support people of colour across the organisation to be retained and/or promoted
C	Published target to increase race equality and inclusion by a given amount by a stated date, based on organisation's context
D	Improvement in racial equality and inclusion in the performance targets for managers / directors

C6	Has your organisation implemented any of the following aspects related to management and governance? Please provide one answer for each aspect
A	Senior leader has official responsibility for equality, diversity and inclusion
B	The risk register for the organisation includes a lack of action to tackle racial injustice / increase racial diversity and inclusion
C	Ringfenced budget to deliver race equity / diversity and inclusion work
D	Regular review of equality, diversity and inclusion activities to ensure they remain effective and impactful

C7	Has your organisation implemented any of the following HR processes? Please provide one answer for each action
A	Process to measure and track staff perceptions of belonging / inclusion within the organisation
B	Statements promoting race equity and inclusion within all new recruitment materials
C	Guaranteed interview scheme for people of colour, where there is underrepresentation, that meet essential criteria for all new recruitments
D	Proactive efforts to locate / promote jobs in racially diverse communities
E	Proactive efforts to get people of colour to apply for jobs, including advertising through specialist diversity jobs boards
F	No requirement for a degree / work experience within the sector
G	Collation of application data on racial diversity and ongoing monitoring
H	Interview feedback is routinely provided to unsuccessful applicants who are people of colour
I	Policy to have racial diversity in all recruitment / interview panels, wherever possible and without putting undue pressure on minority staff groups
J	Exit interviews are routinely completed and ask about issues relating to race equity and inclusion
K	Mechanism for complaints relating to witnessing or experiencing racial discrimination or harassment, with structure for responsive action
L	There is a culturally competent care and support programme for individuals progressing complaints relating to racial discrimination or harassment (over and above standard employee assistance programmes)
M	Accredited for Investors in Diversity , Race Equality Matters Trailblazers , or similar

C8	Has your organisation implemented any of the following practical and positive actions? Please provide one answer for each action
A	Partnering with an organisation for people of colour (or vice versa if your organisation is POC majority) to help create a talent pipeline for the organisation
B	Have offered fixed-term paid placements or internships restricted to people of colour within last 12 months
C	Compulsory staff training on race equality, diversity and inclusion, including internal culture change and integration into external facing work
D	Cultural competence and/or unconscious bias training for staff / trustees involved in recruitment
E	Anonymised survey of people of colour in the organisation within last 12 months
F	A safe/empowered space for staff of colour to speak about lived experiences and/or support network for employees of colour with mechanisms for contributing to relevant organisational change/decisions
G	Inclusion of racism towards staff and clients/customers/ active organisational partners of colour in risk assessments
H	Mentoring scheme for employees of colour
I	Recent review of imagery and language used in marketing and websites / process in place to ensure it is representative of racial diversity and inclusive
J	Spokespeople / patrons include people of colour
K	If a funder, have a funding requirement for grantees to tackle racial injustice / increase racial diversity
L	If a funder, require all existing and/or new grantees to publish race diversity data and action on inclusion

C9	<p>We publish transparency cards for all organisations taking part in The RACE Report. Those with 30 or more staff (headcount) include the diversity data for the organisation. You can read the full details of our publication plans on The RACE Report website.</p> <p>If you have any concerns about your organisation's data in relation to these plans please let us know using the box below. We will contact you to discuss these concerns and reach an agreement on what data is and isn't published.</p>
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