

## **Change of Gender on the MOD Civilian Human Resources Management System**

The Gender Recognition Act 2004 enables transgender people to gain legal recognition in their acquired gender. Legal recognition will take the form of a full Gender Recognition Certificate (GRC) issued by a Gender Recognition Panel. The issue of a GRC allows an individual to apply for a new birth certificate in their new gender.

MOD transgender civilian employees with a GRC can update their legal gender on the Human Resources Management System (HRMS) by submitting a form with their new birth certificate (or copy certified by the line manager). However, MOD civilian staff who do not hold a GRC were unable to change their gender on HRMS due to the systems link to the Pensions and Pay system. For statutory purposes these systems must store legal gender.

In April 2011, HRMS was modified so that it can hold either legal gender or preferred gender. A person's legal gender is recorded on their birth certificate; preferred gender can be chosen without the need to supply supporting evidence. Where the preferred gender is held on HRMS the opposite (legal) value will be held on the Pay and Pension systems to ensure that both these systems store the legal gender for statutory purposes.

### **Monitoring**

From April 2007, staff were given the choice to declare their sexual orientation, religion or belief and Gender Identity on the Human Resources Management System (HRMS). However, after seeking advice and consulting with all members of the Lesbian, Gay, Bisexual and Transgender forum, the option to declare transgender status was removed from the system. Transgender employees are only recorded as male or female and do not declare their gender identity.

### **Advice and Guidance**

Employees who are undergoing or about to undergo gender reassignment required clearer guidance and advice on the policy and process when starting the transition and living in their preferred gender. Line Managers also needed advice on how to support staff.

The Defence Business Services (the shared service centre for all HR processes) has created an on-line life events sections which includes guidance on Gender Reassignment for managers and employees in the event of a member of staff undergoing gender reassignment. The Department also has a separate guidance called Gender Recognition Legislation Explained.