



## Note to Broadcasters

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### Equity, Diversity and Inclusion in Broadcasting – notice of data collection requirements

As part of Ofcom’s Equity, Diversity and Inclusion (EDI) in Broadcasting programme, we collect data each year on the make-up of broadcasters’ workforces. This enables us to identify underrepresentation, barriers to entry and progression and steps that broadcasters are taking to promote diversity and equality of opportunity in their organisations.

For our [2022/3 EDI in Broadcasting report](#) we overhauled our data collection process to enhance this picture. We updated our quantitative workforce survey and we introduced a new qualitative self-assessment tool to provide broadcasters with feedback on progressing their EDI strategies.

We are now beginning the process of collecting data for 2023/24. We will send a **formal information request at the start of April 2024** to broadcast licensees who told us last year that they have more than 20 UK-based employees and to those broadcasters where we do not have information on employee numbers. We will contact some other broadcast licensees asking them to confirm how many UK-based employees they now have.

All broadcast licensees with **more than 20 UK-based employees** that broadcast for more than **31 days per year** will be required to complete our quantitative workforce survey and qualitative self-assessment tool. Both questionnaires include mandatory and non-mandatory sections. Ofcom could find broadcasters **in breach of their broadcast licence/s** if they do not complete and submit the **mandatory sections** by the required date.<sup>1</sup>

The formal information request will set out why Ofcom requires this data, what it will be used for and data protection obligations that broadcasters must comply with before processing any personal data. In addition, it will set out instructions on how to complete both our quantitative workforce survey and qualitative self-assessment tool in a **user-friendly online tool via Snap Surveys**.

Broadcasters can contact [EDInBroadcasting@ofcom.org.uk](mailto:EDInBroadcasting@ofcom.org.uk) with any queries regarding the upcoming information request or our Equity, Diversity and Inclusion in Broadcasting monitoring programme.

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<sup>1</sup> Broadcasters will be given eight weeks to respond; a deadline will be set out in the formal information request.