

## FAQs relating to the ED&I Policy

- **When does the 2026 ED&I policy go live?**

The updated ED&I Policy will come into effect on 1 April 2026, in conjunction with the new membership subscription year. Until then, the current ED&I policy will remain in place.

- **What are the WI membership criteria?**

WI membership is only open to women registered female at birth (biological women) who have reached the age of majority.

- **Can Transgender men become WI members?**

WI membership is open to transgender men. This is because they were registered female at birth.

- **Can a Non-binary person become a WI member?**

A person who was registered female at birth, but who identifies as non-binary is able to join the WI as a WI member. This is because they were registered female at birth.

- **Does the WI have to request a formal form of identity i.e a passport or birth certificate to register new members?**

No. Confirmation of eligibility for membership is through the membership registration form where each member will sign and date to confirm they are eligible to join. This confirmation must be logged on the MCS by your WI's MCS rep. You should not ask for proof of identity or eligibility, and we would remind everyone of the sensitivity of this issue. In all aspects of the implementation of this policy, we need to ensure respect and discretion.

- **How does the MCS rep record the membership eligibility on MCS?**

You will need to share the membership registration form with all your existing members, either via email or paper copy, and then following the guidance on the form, ensure that you record on the MCS the date in which each member has completed the form. When accessing the individual member profile on MCS, at the bottom of the webpage under Data Protection, there is an updated section (asking for the date that April 2026 membership registration form was filled in on). The date needs to be added and then the member profile saved.

You will only need to do this with existing members this year (2026) to reflect the change to the national policy. From April onwards you will need to ensure each new member is given this form and has this recorded on MCS when you input their details.

- **I am an existing member and am renewing my membership this April 2026; do I need to complete the membership registration form?**

Yes, for this membership subscription year (2026) only, every member (including both new and existing members) needs to complete the membership registration form. This is because the membership criteria have changed.

- **If a member refuses to comply with completing the membership registration form what does the WI committee do?**

The WI can either contact their federation or NFWI for advice on how to broach this with the member who is refusing to complete the form. However, membership is based on completion of the form and so without a completed form someone is unable to join.

- **Can a WI accept a member's fees without the completed membership registration form?**

No. NFWI highly recommends you accept both the subscription fees and membership registration form together to ensure the member is eligible.

- **How long do WIs and members have until the membership registration form must be completed and submitted?**

NFWI asks where possible this form is completed and signed at the same time as membership fees are paid to the WI. NFWI is aware that the MCS reps may not be able to upload the updated data immediately, but WIs should be satisfied that the form



has been completed before membership is given to individuals and any membership subscription taken.

- **How long does the WI/federation need to keep the completed membership registration forms for?**

Once the information and data have been collected and uploaded onto MCS, the MCS rep must destroy or return the forms to the member. Paper copies do not need to be kept for future reference.

- **How should members complete the 'Date Joined' box?**

Existing members completing the form can either fill in their correct joining date if they know this, or if unknown this can be left blank.

For new members joining, it will be the date they are completing the form and paying their subscription.

- **What should I do if I have concerns about someone's eligibility to be a WI member?**

Individuals must not be challenged directly on their eligibility to join, and everybody must be treated with respect and dignity. Individuals must also not be asked to provide evidence of their eligibility or proof of identity. WIs should assume that the form is completed honestly and accurately. Any concerns should be reported confidentially to your WI President, and they can then share these directly with NFWI at [inclusion@NFWI.org.uk](mailto:inclusion@NFWI.org.uk). NFWI will then follow this up directly. It is important to maintain the privacy and dignity of those involved and WIs are discouraged from managing this directly.

- **Who does a Federation or WI contact if they need support and guidance on a membership query?**

NFWI are here to support, and offer advice for any membership queries relating to eligibility, please contact the Membership Team at [inclusion@nfwl.org.uk](mailto:inclusion@nfwl.org.uk) or 0207 371 9300.



### **Updating this document**

This document is under continuous review and will be updated annually or as required in accordance with the Equality, Diversity & Inclusion Policy. Any updates will be communicated.

<b>Version</b>	<b>Date Created</b>	<b>Last date review</b>	<b>Next Review date</b>	<b>Document author</b>
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