Equality and Inclusion

Guidance for Managers and Employees during Ramadan

Ramadan is the ninth month of the Islamic calendar and is observed by Muslims worldwide as the month of fasting; the month lasts between 29 to 30 days and ends on the sighting of the relevant new moon with the celebration of Eid. The date for Ramadan will change from year to year.

Managers may be aware one of the requirements for Muslims is that during Ramadan they do not eat or drink after sunrise and before sunset. It is customary to take a few minutes to eat and drink something at the moment of sunset.

Managers will talk to, and agree with, employees that observe the month of Ramadan as to what requirements they may need.

For operational staff, both Wholetime and On Call, it must be reminded that the employee has a duty under health and safety at work to be fit and well for operational duties.

Due to the nature of the role of an operational Firefighter fasting may cause an issue with an individual’s ability to carry out their operational duty, although this must be considered on a case by case basis.

Managers should allow, were possible, an individual that wishes to remain on operational duty the ability to observe the breaking of the fasting at the appropriate time.

Managers when discussing Ramadan with an employee may consider any of the following options to assist in accommodating the employee’s religious beliefs, this list is not exhaustible

- Granting of leave over the period
- Changes to the employees contracted hours of availability
- Change of duty system i.e. day duties with no operational obligation
- Exchange of duties with employees on different shifts

If an employee remains on operational duty an individual risk assessment on form RA1 must be completed by the line manager. This RA1 should be sent to the H&S team for approval and storage in the confidential folders. The employee must be reminded that they must inform their manager should they feel unwell or unfit for operational duties as a result of fasting, as this may pose a risk to the health, safety and welfare of themselves and other staff that could be affected by their actions.

For further advice and guidance please contact HR Senior Advisor