



## **Equality, Diversity, Discrimination, Harassment and Bullying Policy**

Our values are part of everything that we do, and highlight our commitment to equality and diversity in all workplace practices.

1. Equal and fair opportunities in recruitment, terms and conditions, development, and promotions.
2. A fair and safe working environment.

2TVR will ensure that no person or group of people will be treated less favourably than another and that all decisions will be based on merit. Volunteers are to be treated according to their skills, qualifications, competencies and potential.

2TVR recognises that laws exist that govern workplace equality and diversity and is committed to complying with them.

### **Equality**

2TVR aims to ensure the workplace is free from all forms of discrimination, hostility, harassment and bullying. At no time do we condone discriminatory behaviour that is based on individual or group attributes, such as gender, sexual preference, transgender status, marital status, disability, religion, culture, racial origins, political preference or age.

If a volunteer reports harassment, 2TVR will undertake investigation appropriate to the circumstances. Anyone who reports incidents in good faith, which are believed to be violations of this policy, or anyone who is involved in the investigation of harassment, will not be subject to reprisal or retaliation.

### **Diversity**

As a voluntary organisation, our workforce comprises individuals from a wide range of backgrounds.

Diversity is integral to our culture and to how we conduct our community organisation. It is evident in who we are, our sponsors, associates and the community which we service. Individual and group minority differences are celebrated and encouraged at all levels.

We recognise the innovative and effective management of a diverse voluntary workforce that will directly impact our success as a community service provider.

## **Discrimination, Harassment (including Sexual Harassment) and Bullying**

It is the **Committee of Management's** responsibility to ensure that:

- The workplace is free from all forms of discrimination, hostility, harassment and bullying;
- They understand and are committed to the rights and entitlements of all employees and volunteers to attend work and perform their duties, without fear of being discriminated against, harassed or bullied in any form;
- All reasonable steps to eliminate discrimination, harassment and bullying are made;
- All employees and volunteers are regularly made aware of their obligations in relation to providing a workplace free from discrimination, harassment or bullying;
- They provide an environment which discourages all types of harassment and bullying and set an example by their own behaviours;
- All complaints are treated seriously and confidentially;
- They take immediate and appropriate corrective action if they become aware of any offensive action;
- Guidance and education is provided, where requested and/or appropriate, to cases and subsequent decisions relating to equality, discrimination, harassment or bullying.

It is the **Employees and Volunteers** responsibility to ensure that:

- They understand and are committed to the rights and entitlements of all employees and volunteers to attend work and perform their duties without fear of being discriminated against, harassed or bullied in any form.
- They provide an environment which discourages discrimination, harassment; and bullying; and
- They immediately report any offensive action.

**Current legislation states that it is illegal to discriminate, victimise, harass or vilify on the basis of:**

- Sex;
- Sexual harassment – Sex Discrimination Act 1984 (Cth);
- Pregnancy and breastfeeding;
- Marital/domestic status;
- Disability
- Race, colour, national extraction, social origin, descent and ethnic, ethno-religious or national origin;
- Age, compulsory retirement;
- Family responsibilities, family status, status as a parent or carer;
- Racial vilification;
- Homosexual vilification;
- HIV/AIDS vilification;
- Religious belief or activity;
- Political belief or activity;
- Physical features;
- Industrial activity and trade union activity;
- Employers association activity;
- All categories of sexuality (e.g. transsexuality, transgender etc); and
- Profession, trade, occupation or calling.

All Board members, staff, volunteers and general 2TVR members are responsible for understanding and adhering to what constitutes sexual harassment.