2021 EMPLOYER PARTICIPATION DETAILS

EMPLOYER DETAILS: ALL ORGANISATIONS/EMPLOYERS MUST COMPLETE THIS PART OF THE SUBMISSION
EMPLOYER DETAILS: PLEASE CHECK THAT YOU HAVE COMPLETED ALL DETAILS WITHIN EACH ROW OF THIS TABLE

EMPLOYER / ORGANISATION DETAILS	
Organisation Name:	**Attorney-General's Department**
Sector: *Please delete those not relevant*	☐ **Public/Government: Federal**
Employer Size (within Australia): *Please delete those not relevant*	**Number of employees within Australia:** ☐ 2,000 – 8,000 employees
Regional Employers	**Is your head office Regional?** *No*
Global Employers	**Do you have international offices:** *No* **Is your head office in Australia:** *Yes*
Contact Person for the Index: *Please provide full contact details including postal address and postcode.* **This is the person we should contact if we have any questions. Email results will also be sent to this person and hard copy participation certificates will be mailed to this person.**	**Name:** s 22(1) **Position Title:** Assistant Director, Performance and Diversity **Postal address (including postcode):** Robert Garran Offices, 3-5 National Circuit, Barton, ACT, 2600 **Phone number:** s 22(1) **Email:** s 22(1)

NTERNATIONAL WORKPLACE INDEX PARTICIPATION	
Do you participate in any other workplace equality indices globally? *Please delete those not relevant*	☐ Stonewall's Workplace Equality Index (UK) ☐ HRC's Corporate Equality Index (US) ☐ Community Business LGBT Workplace Inclusion Index (Hong Kong) ☐ Workplace Pride Index Amsterdam ☐ Other: **Australian Network on Disability, Access and Inclusion Index**

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INDUSTRY BENCHMARKS

Participating employers will by default be benchmarked according to: • Sector: Public / Private / NFP / Higher Education • Government: Federal, State, Local • Employer Size • Awarded Tier Recognition • Global Employers *All benchmarking tables will be provided for comparison, but only those that reflect your dominant industry/business should be selected here.* *Please remove all that are not applicable or your core industry business.*	In addition to the Industries/Sectors listed in the column to the left, select the Industries most relevant to your organisation's area(s) of focus: **Please select a maximum of 4 industries:**	☐ Law Enforcement ☐ Legal ☐ Professional Services & Consulting _____

DISCLOSURE RECOGNITION

Please select participation identification level at which we can identify you **(Name and Employer Tier only, no scores)** *Please delete those not relevant*	We list employers annually that reach each of the employer recognition tiers within the AWEI, unless you choose to be anonymous. Some employers choose only to be identified should they reach a certain recognition tier. Select the recognition tier at which you would like to be publicly identified: ☐ We are happy to be identified regardless of employer tier reached

ADDITIONAL AWARD SUBMISSIONS

Have you considered nominating someone for an LGBTQ Inclusion Award? Please list any other LGBTQ Inclusion Awards that you are submitting for this year within the AWEI. This provides us with a cross-check reference to ensure that all expected submissions are received.	**Award Nomination Categories:** ☐ **CEO of the Year Award:** (insert nominee name/s) ☐ **Executive Leadership Award:** (insert nominee name/s)

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• Consider nominating a group or individual for their extensive work in LGBTQ inclusion within your organisation • More than one nomination in each category may be received • Individual Nomination submission forms can be found here: http://www.pid-awei.com.au/submission-documents/	☐ **External Media Campaign Award:** (insert nominee name/s) ☐ **OUT Role Model Award:** (insert nominee name/s) ☐ **Network Leader of the Year Award:** (insert nominee name/s) ☐ **Sally Webster Ally Award:** (insert nominee name/s) ☐ **Sapphire Inspire Award for LGBTQ Women:** (insert nominee name/s)

NEGATIVE PRESS / COMPLAINTS DISCLOSURE

- **We have received negative press that has impacted our reputation as an LGBTQ inclusive employer**
- **Formal complaints were lodged against us for LGBTQ discrimination, bullying or harassment (Fair Work Ombudsman, Human Rights Commission, Sex Discrimination Act)**
- We understand that up to 25 points *may be* deducted from our score if we have received a significant amount of negative press regarding an anti-LGBTQ incident where our organisation was responsible and insufficient action was taken to rectify this.

In relation to the above (maintaining required confidentiality), please broadly outline your course of action or response/outcomes of any complaints lodged:

ACCURACY STATEMENT

We confirm that at the time of submission, details provided for all questions identified within the three submission documents are true and accurate. We understand that should any claims be found to be false, points and rankings will be adjusted accordingly.

Name of person signing off accuracy:	s 22(1)
Position within organisation:	Assistant Director, Performance and Diversity
Contact Email:	s 22(1)
Contact Phone:	s 22(1)

2021 STANDARD EMPLOYER AWEI

SECTION 1: STANDING SUBMISSION

This section pertains to LGBTQ inclusion within organisational policies and practice.

The Standing Submission includes:	
HR Policy & Diversity Practice:	Standard practices within HR Policies and explicit LGBTQ inclusion within them; including third party policies
LGBTQ Bullying / Harassment & Support:	Tracking and handling of potential incidents and support for LGBTQ employees, should this occur

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Trans & Gender Diverse Inclusion:	Explicit policy inclusion for trans and gender diverse employees; including leave, forms, titles and dress codes
Strategic Focus:	Accountabilities and role responsibilities for HR and Executive staff; external / customer facing inclusion promotions

IMPORTANT NOTE:

If you have submitted an AWEI last year, *you may choose to carry over your point allocations within Section 1: Standing Submission only*.

- **If you wish to carry over your entire Standing Submission scores from last year, please leave Section 1: Standing Submission blank.** (Recommended if you are satisfied with your previous scores and/or no further work has been done in this section.)
- **If you leave any questions blank within this section, we will not change the score from last year.**

OR:

- **If you wish to submit (or re-submit)** for any question/s within Section 1: Standing Submission, please submit evidence for the individual question/s applicable.
- **If you submit evidence for any question, the evidence and score will be re-evaluated based only on the evidence supplied within this Submission** (last year's evidence will not be referenced, so you must re-submit all evidence requested).

Please provide the name and contact details of your Senior HR person:	
Senior HR Person:	Michelle Norris
Contact Details (email / phone):	s 47E(d)

Should we require clarification/verification for any particular question within Section 1: Standing Submission, we will contact this individual. If this contact is not supplied, it may result in a loss of points for questions within this section.

For further support and clarification: Please download the AWEI Scoring Guidelines or refer to the AWEI Tools and Support webpage.

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE 1. Removal of the terms: 'Sexual Preference' or 'Lifestyle Choice(s)'	FOUNDATION Max. 2 points
We have conducted a review to ensure that any reference to 'sexual preference' or 'lifestyle choice' within our policy documentation, diversity references, on external facing websites and company intranet pages has been replaced with the words 'sexual orientation.' *Please provide an outline of progress to date.*	

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	FOUNDATION
2. LGBTQ Inclusivity within Policies and Benefits	Max. 2 points

On our policy intranet pages (or upfront within our policy documentation), we have made it _explicitly clear_ that all policies are inclusive of LGBTQ employees and their families (where families are included within policies/benefits).

Please provide a screenshot or insert attachment of where you state the explicit inclusion of LGBTQ employees (and families where relevant) within policies/benefits (please do NOT attach complete policies).

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	FOUNDATION
3. New Parent Leave Inclusive of LGBTQ Families	Max. 3 points

On our policy pages (or upfront within our family policy documentation), *we explicitly communicate* that our New Parent Leave (or equivalent) includes those who have children via surrogacy, adoption and foster arrangements regardless of employee gender.

For full points, please identify:
   (a) *If leave covers surrogacy and where the availability of this leave is* explicitly *communicated for LGBTQ families*
   (b) *If leave covers adoption and where the availability of this leave is* explicitly *communicated for LGBTQ families*
   (c) *If leave covers foster arrangement and where the availability of this leave is* explicitly *communicated for LGBTQ families*

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	ADVANCED
4. Travel Advice for Employees	2 points

We have travel advice and support available to our LGBTQ employees or employees with LGBTQ dependents should they be required to travel for work (e.g. cultural context, safety, LGBTQ matters in other jurisdictions).

Please provide a copy of travel advice available.

[Insert Evidence Here or Indicate Name of Attached File(s)]

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AWEI
AUSTRALIAN WORKPLACE EQUALITY INDEX

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	ADVANCED
5. Third Party Policies	Max. 2 points

We have audited third party service providers to ensure they align with our non-discriminatory policies/procedures, inclusive of LGBTQ people and their families.

Please select *all* that have been audited, evidence only required for *one*:

☐ Superannuation
☐ Death & TDP Benefits / Life Insurance
☐ Travel Insurance
☐ Healthcare (excluding EAP – Employee Assistance Programs – covered elsewhere)

Please select all that have been audited from the list above (clicking the check box will mark it as selected). Please also provide evidence for one of the above, showing explicitly where LGBTQ inclusivity is stated.

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	ADVANCED
6. LGBTQ Inclusive Domestic & Family Violence Policy	Max. 5 points

We have a Domestic & Family Violence Policy (DFV) that covers the following:
  (a) specific challenges and unique types of violence faced by LGBTQ communities
  (b) stated LGBTQ avenues of support
  (c) a statement that the policy **explicitly covers LGBTQ people, partners and their families**

For full points, please provide evidence for all of the above. (Please only provide evidence specific to each of the above points, do not attach your entire policy.)

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	ADVANCED
7. Communications on LGBTQ Inclusive and Offensive Language	max. 4 points

We have developed targeted communications or public relations guides that outline how to reference LGBTQ communities in communications, articles, media, and/or advertising that:
  a) provide examples of **both** inclusive language AND language that is exclusive/offensive to LGBTQ people
  b) **are available to all employees within the organisation**

For full points, please attach:
  (a) a copy of your guide that includes examples of both inclusive language AND exclusive/offensive to LGBTQ people
  (b) details of how this guide is made available to employees

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[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT 8. LGBTQ Training HR / Grievance Officers	FOUNDATION Max. 3 points
We have an internal formal HR/Grievance process whereby LGBTQ people can request or engage with: a) someone specifically trained in LGBTQ Inclusion; OR b) an ally who has a good understanding of LGBTQ sensitivities and potential areas of concern *For full points, please confirm:*	

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(a) that all identified LGBTQ friendly Grievance Officers or first points of contact have either; undertaken LGBTQ awareness training **or** are experienced allies with a good understanding of sensitivities

(b) where these LGBTQ aware/friendly grievance contact points can be located or requested for those seeking formal support

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT	INTERMEDIATE
9. Behavioural Examples of What Constitutes Bullying / Harassment	Max. 4 points

Documentation within our bullying and harassment policy/guidelines provide clear behavioural examples of what constitutes bullying/harassment in terms of sexual orientation, gender identity/expression AND examples of behaviour that constitutes bullying/harassment of intersex people.

For full points, please provide evidence of behavioural examples given within your documentation in terms of:
   (a) behaviour that constitutes bullying/harassment in regard to one's sexual orientation
   (b) behaviour that constitutes bullying/harassment of trans or gender diverse employees
   (c) behaviour that constitutes bullying/harassment of intersex people

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT	INTERMEDIATE
10. EAP Provider	Max. 3 points

We have either:
   a) identified individuals within our EAP provider who have received specific training in, or have considerable understanding of the challenges faced by LGBTQ individuals that we can refer our LGBTQ employees
   b) received documentation that we believe demonstrates both the knowledge and expertise of our EAP provider to support LGBTQ people
and we have:
   c) *clearly communicated* this on our EAP Provider page and/or our LGBTQ intranet page

Please provide:
   *(a) evidence of (a) **or** (b) above **and***
   (b) where this has been communicated on an LGBTQ intranet page

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT	ADVANCED
11. Tracking of Incidents	Max. 4 points

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We can provide evidence that shows:
   a) how we extract LGBTQ related instances from collected bullying/harassment data
   b) the development of a process that is sensitive to LGBTQ disclosure enabling us to mediate and/or action incidents

For full points, please screenshot or provide evidence for <u>both</u> a) and b) above.

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE	INTERMEDIATE
12. Gender Affirmation Policy and Process Documentation	Max. 5 points

We have a documented gender affirmation policy/process and documentation to support both; the employee(s) wishing to affirm their gender in the workplace AND their manager(s), peers and colleagues.

Note: 'Gender affirmation' (above) is the ideal term for what has commonly been referred to as 'transitioning.'

AWEI
AUSTRALIAN WORKPLACE EQUALITY INDEX

Please provide:
    a) a copy of this specific policy/process
    b) detailed support documentation for employee(s) wishing to affirm their gender in the workplace
    c) detailed support/educational documentation for managers peers and colleagues

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE	ADVANCED
13. Dress Codes and Uniforms	**Max. 4 points**

We have removed gendered language within organisational wide dress code policies and/or guidelines to empower all employees, including trans, gender diverse and non-binary employees to dress in a manner (or select uniforms) that best reflects who they are.

Further contact details and information has also been provided for support, if required.

For full points, policies or guidelines must:
    a) state that all employees are supported to dress in a manner that best reflects their gender identity
    b) explicitly mentions trans, gender diverse and non-binary employees
    c) provide a support contact or further information on interpreting these guidelines, if required

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE	ADVANCED
14. Gender Affirmation Leave	**Max. 4 points**

We have an internal policy that ensures _additional_ paid leave is available for employees who require time away to undertake or physically manage their gender affirmation.

Note: For full points, this leave must be in addition to the need to utilise annual leave, sick or generic personal leave.

For full points, please provide:
    (a) evidence of a paid leave entitlement (over and above annual leave, sick or generic personal leave) for individuals currently affirming their gender
    (b) a list of any supporting documentation required from the employee for you to enact this leave

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(c) *whether this leave availability is standard HR policy or solely dependent on the discretion of the manager*

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE	ADVANCED
15. Gender Neutral Bathrooms and Facilities	Max. 4 points

We have (or are working towards) having 'Gender Neutral' or 'All Gender' bathrooms and/or facilities <u>with clear and visible signage</u> available to employees.

Note: "Unisex" signage will not be given points for this question. **We are seeking more inclusive language for inclusive signage.**

If you already have gender neutral or all gender signage, please provide:
  (a) *evidence of a* <u>communication</u> *regarding where 'Gender Neutral' or 'All Gender' bathroom/facilities can be located*
  (b) *evidence of clear and visible signage as it appears at the bathroom/facility location*

If you are still making progress towards this, please:
  (c) *outline progress made and when you expect to have signage in place.*

If this is not possible for any reason, please provide:
  (d) *evidence of any research or work that you have done in this area*
  (e) *any means by which you have been able to accommodate trans, gender diverse and non-binary employees*

* Please refer to the Evidence Guidelines regarding changes made to this question.*

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE	ADVANCED
16. (Forms) Non-Binary Gender Options for Employees	Max. 2 points

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AWEI
AUSTRALIAN WORKPLACE EQUALITY INDEX

We have audited and amended (or are in the process of auditing/amending) all internal documents and forms that collect gender information to include non-binary options and options for those who identify as trans or gender diverse (moving away from binary male/female, Mr. Ms., Mrs etc.).

For full points, please provide:
- *(a) a brief outline of progress of work to date*
- *(b) options provided within changed documents if changes have been made*

OR *(c)* evidence that you do not collect or have removed gender options or gendered information on your forms

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE	ADVANCED
17. (IT Systems) Non-Binary Gender Options for Employees	Max. 2 points

We have audited and amended (or are in the process of amending) all relevant IT systems that collect gender information to include non-binary options and options for those who identify as transor gender diverse (moving away from binary male/female, Mr. Ms., Mrs etc.).

For full points, please provide:
- *(a) a brief outline of progress of work to date*
- *(b) options provided within systems if changes have been made*

OR *(c)* evidence that you do not collect or have removed gender options or gendered information within your systems

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE	ADVANCED
18. Trans and Gender Diverse Applicants	Max. 6 points

For trans and gender diverse applicants, we have:
- a) Implemented processes to help reduce roadblocks/difficulties faced by trans and gender diverse people who are applying for jobs
- b) *clearly communicated* a point of contact available for trans and gender diverse applicants throughout the recruitment process on relevant web pages or within application documentation
- c) provided documentation addressing concerns specific to trans and gender diverse applicants and made these available throughout the recruitment process

For full points, evidence must be provided for all items above. Partial points will be given if all items are not evidenced.

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: STRATEGIC FOCUS

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STANDING SUBMISSION: STRATEGIC FOCUS	FOUNDATION
19. External Website LGBTQ Workplace Inclusion Promotion	Max. 2 points

We have promoted our focus and work on LGBTQ workplace inclusion on our _external_ facing webpage (URL).

Please provide the URL of an external webpage that specifically promotes your inclusion work. (Points will not be given if we are unable to access this externally.)

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: STRATEGIC FOCUS	INTERMEDIATE
20. HR / Diversity Professional Accountabilities	2 points

We have at least one Diversity / HR professional whose job description, performance appraisal or work plan includes _specific and detailed_ LGBTQ inclusion objectives/targets.

Note: This is beyond a general reference to LGBTQ inclusion as an area of diversity.

Please provide evidence of such specific targets.

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: STRATEGIC FOCUS	ADVANCED
21. Executive Sponsor or LGBTQ Champion	Max. 4 points

We have an Executive Sponsor located _within our Australian offices_ with documented role expectations/accountabilities related to LGBTQ inclusion work and advocacy within the organisation.

For full points, please provide evidence of both:
(a) the documented role expectation/accountabilities
(b) the mechanism through which the Executive Sponsor reports or is made accountable for these

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: STRATEGIC FOCUS	ADVANCED
22. Senior Management Diversity Accountability	Max. 4 points

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We include specific diversity and inclusion accountabilities, job goals or expected outcomes within senior management appraisals beyond generic company values addressing diversity/inclusion (this may or may not include LGBTQ specific accountabilities).

Note: This is outside of network leadership and executive sponsor accountabilities - applies to all executive/senior leaders.

For full points, please:
    (a) *confirm that there are diversity accountabilities (over and above general behavioural values) within senior management appraisals.*
    (b) *provide evidence (template example acceptable) or if highly confidential, please indicate the name of a senior HR person who can verify this:*

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: STRATEGIC FOCUS	ADVANCED
23. Customer-facing LGBTQ Inclusion	**Max. 3 points**

We have evaluated (or are in the process of evaluating) the LGBTQ inclusivity of customer facing / service user processes.

For full points, please:
    a) *clearly outline the extent of this work and progress made to date*

[Insert Evidence Here or Indicate Name of Attached File(s)]

STANDING SUBMISSION: STRATEGIC FOCUS	ADVANCED
24. Customers Information: Changing Gender Markers	**3 points**

We provide customers / service users with easily accessible information on how they can change their title (Mr, Ms, Mx), name and gender within our systems.

For full points, please provide either:
    a) *a copy of the customer/service user documentation that outlines this or a screenshot of that information.*
    b) *evidence that you do not collect or have removed gender options or gendered information in your systems*

[Insert Evidence Here or Indicate Name of Attached File(s)]

** END OF SECTION 1: STANDING SUBMISSION **

ANNUAL SUBMISSION

This part of the Submission (Sections 2 – 10) is only applicable to work carried out in the 2020 calendar year. Points will not be allocated for work carried out in 2021.

All questions within the Annual Submission must be answered in order to obtain point allocation. No points are carried over within these sections.

A reminder to read each question carefully and the specific evidence required, respectively.
- Each question asks for specific LGBTQ-explicit evidence. If inadequate or incomplete evidence is provided for any question, full points may not be obtained.
- If attaching evidence, please indicate the question number / title on the file name

For further support and clarification: Please download the AWEI Scoring Guidelines or refer to the AWEI Tools and Support webpage.

Due to the Covid-19 pandemic and national/state-wide restrictions, social distancing and other related factors, we will be accepting any virtual or digital evidence for the questions within the Annual Submission.

SECTION 2: STRATEGY & ACCOUNTABILITY

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY	FOUNDATION
1. External LGBTQ Expertise	Max. 2 points

We have access to external LGBTQ support/expertise that we have called upon throughout the assessed year (this may include but is not limited to PID).

Please provide evidence of <u>one</u> such engagement ==*throughout the assessed year, identifying who that was with.*==

The department engaged both Pride in Diversity an A Gender Agenda to facilitate training during 2020. See **Attachment's A and B**.

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY	FOUNDATION
2. Documented LGBTQ Strategy	Max. 3 points

We have a documented LGBTQ inclusion strategy (or pillar within an overarching diversity strategy) in place for the assessed year that includes *<u>clearly defined</u>* LGBTQ targets and/or action plans.

Please provide a copy of the LGBTQ component of your strategy and clearly defined targets. If your strategy does not contain clearly defined LGBTQ targets, please provide any accompanying/supporting action plans that will show specific goals in this area

The department has developed a Diversity Strategy which outlines the department's aim to promote diversity and build an inclusive workplace for all employees. A copy of the strategy is at **Attachment C**. The strategy outlines the department's aim to promote diversity and build an inclusive workplace for all employees (see below screenshot).

<u>For noting the strategy is currently under review ahead of an update and launch of a new strategy later in 2021.</u>

Our strategy focuses on a range of areas including cultural diversity, gender, work life/flexibility, disability, Indigenous, sexual orientation and age. It does this by bringing together work that we already do with new initiatives that will help to achieve our vision.

Our objectives
The objectives of our strategy are to:

1.   ensure that staff can fully and equally participate in, and contribute to, the work of the department

2.   ensure that all staff have access to inclusive and flexible work practices and are assisted by structures, conditions and systems that support their professional and personal circumstances

3.   harness and celebrate our diversity and use our collective skills, knowledge and experiences in a way that promotes individual diversity without discrimination

4.   prevent and eliminate harassment and unlawful discrimination in the workplace, and

5.   leverage our unique policy position in Government to show leadership in the community and the broader Australia Public Service.

Our strategy

Four action areas will enable us to achieve our outcomes and fulfil our vision.

1. **Employee profile and development**

We will diversify our employee and leadership profile by:

- undertaking specific recruitment actions to employ and advance people from diverse groups who are under-represented
- providing professional development and networking opportunities to improve our retention of people from diversity groups already working here, and
- ensuring our leaders and managers have the capability and systems in place to support diverse teams.

2. **Adaptable workplaces and practices**

We will adapt our work practices and culture to ensure all of our people can contribute by:

- continuing to provide reasonable adjustments, support and advice to employees and managers, and
- facilitating and supporting flexible ways of working, including job sharing.

3. **Corporate citizenship**

We will demonstrate our corporate citizenship by:
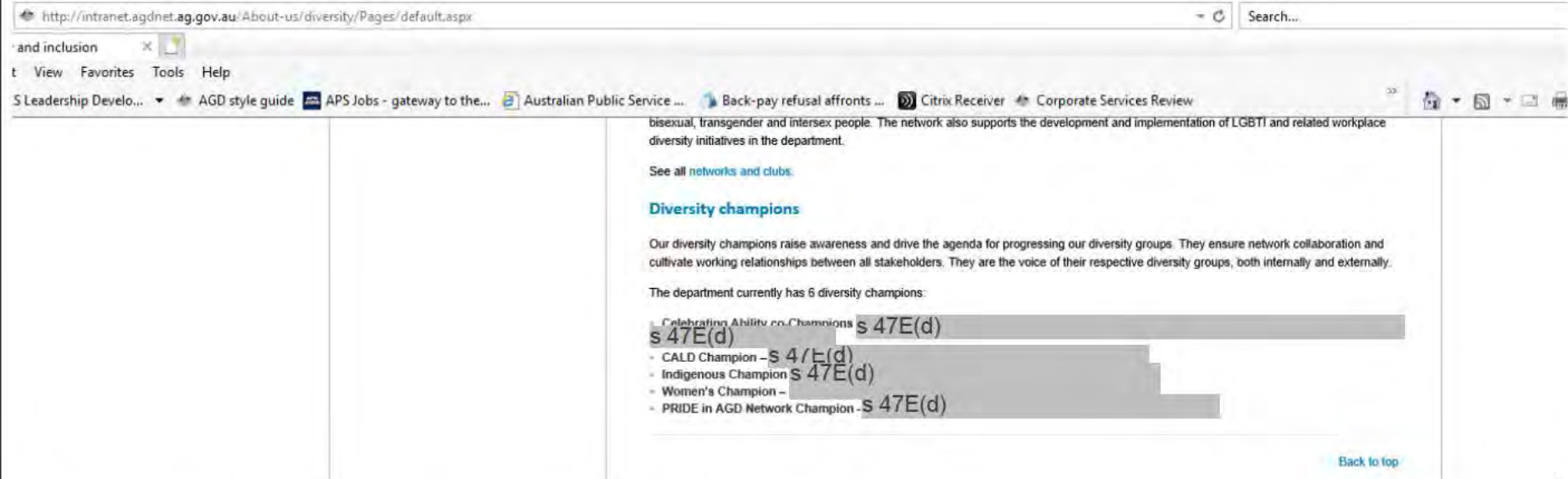
- partnering with the community and academia to develop cross-sector diversity initiatives
- encouraging a broader range of senior leaders to participate in culture-building activities, and
- contributing to APS-wide corporate diversity initiatives and external programs.

4. **Visibility and awareness**

We will demonstrate our support for a diverse and inclusive workplace, raise awareness of issues related to specific groups and highlight the value of diversity by:

- supporting and strengthening our employee diversity networks
- commemorating important diversity dates, and
- explicitly showcasing our people and the positive contribution they make.

Diversity Champions are senior executive officers responsible for driving action in response to the Diversity Strategy. Each champion is a member of the departments Diversity Council. See intranet snapshot below:

A copy of the Diversity Council's Terms of Reference is at **Attachment D.**

The department has a PRIDE Network (Promoting Respect, Inclusion, Diversity and Equality) which was established in 2015 to increase awareness and understanding of LGBTIQ+ (Lesbian, Gay, Bisexual, Transgender, Intersex, Queer and related communities) issues, and support the development and implementation of LGBTIQ+ and related workplace diversity initiatives within the department.

PRIDE in AGD works to create an inclusive and friendly workplace through holding social and informative events, and providing advice to the wider department. A copy of the PRIDE in AGD Network's Terms of Reference is at **Attachment E.**

AWEI
AUSTRALIAN WORKPLACE EQUALITY INDEX

http://my.agdnet.ag.gov.au/Networks-and-clubs/Pages/pride-network.aspx

etwork

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S Leadership Develo... ▼   AGD style guide   APS Jobs - gateway to the...   Australian Public Service ...   Back-pay refusal affronts ..   Citrix Receiver   Corporate Services Review

People and places   Forms   **Corporate Connect**   **News and community**

You are here: Home > People and places > Networks and clubs > PRIDE Network

People and places

My profile

Organisational structure

Locations and meeting rooms

Networks and clubs

Useful contacts

Networks and clubs

AGD Ball 2019

AGD Executive Assistant Network

AGD Social Club

CALD Network

CALD Newsletter

Celebrating Ability Network

Indigenous Employee Network

PRIDE Network

Social Club Newsletter

Women's Network

Contact details

Email: **s 47E(c)**

Downloads

AGD – Transgender awareness poster (CM)

Ashurst's LGBTI+ Inclusive Language Glossary [PDF 7.48MB]

Australian Government Guidelines on the Recognition of Sex and Gender (CM)

Pride in Diversity
  Engaging Allies for Change (CM)

PRIDE Network

PRIDE in AGD

On this page:

- What is PRIDE in AGD?
- Champion and committee members
- How do I become a member?
- Objectives
- Priorities
- Events
- Pride in Diversity
- Policies and benefits
- Training and resources
- Support services

What is PRIDE in AGD?

PRIDE in AGD (Promoting Respect, Inclusion, Diversity and Equality) was established in 2015. It aims to create an inclusive and friendly workplace by increasing awareness and understanding of issues relating to the LGBTIQA+ community (Lesbian, Gay, Bisexual, Transgender, Intersex, Queer, Asexual/Aromantic).

Back to top

Champion and committee members

s 47E(c)

The PRIDE in AGD Committee members for 2020-21 are:

s 47E(c)

Back to top

PRIDE in AGD Network priorities for 2020 included:

http://my.agdnet.ag.gov.au/Networks-and-clubs/Pages/pride-network.aspx | Search...

letwork | ag.gov.au | Our culture | Attorney-General'... | Search | PRIDE Network
it View Favorites Tools Help
ES Leadership Develo... ▼ AGD style guide | APS Jobs - gateway to the... | Australian Public Service ... | Back-pay refusal affronts ... | Citrix Receiver | Corporate Services Review | Page ▼ Safety ▼

Engaging Allies for Change (CM)
Managers guide to LGBTI inclusion (CM)
Managers quick guide to LGBTI inclusion (CM)
Managers guide to Intersex inclusion in the workplace (CM)
Sexual Orientation and Gender diversity in the workplace (CM)
Let's talk Gender Publication 2015 (CM)
The Australian National Recruitment Guide (CM)

Related websites

healthdirect – Mental health resources for LGBTI people

International Day Against Homophobia, Biphobia, Intersexism and Transphobia

Pride in Diversity

Wear it Purple Day

Back to top

How do I become a member?

The network is open to all employees, wherever they are located. This includes LGBTIQA+ employees, friends, allies and supporters. To join the mailing list, please email s 47E(d)

Back to top

Objectives

The network's objectives are outlined in our Terms of Reference. They are to:

- raise awareness and understanding of LGBTIQA+ issues in the department
- provide advice to the department on policy issues affecting LGBTIQA+ staff
- provide support to employees on LGBTIQA+ related workplace issues
- raise awareness and funds for causes that promote the interests of LGBTIQA+ communities locally, nationally or internationally
- create an inclusive and friendly workplace – including through social and informative events
- support the PRIDE Champion to play an active and visible role in supporting LGBTIQA+ employees and broader workplace diversity initiatives
- collaborate with other diversity networks to highlight a range of lived experiences, and have accessibility front of mind.

Back to top

Priorities

The network's priorities for 2020-21 are to:

- increase our visibility of, and engagement with, all employees, wherever they are located
- strengthen our engagement with members, including those who are interstate and working remotely
- increase awareness of the experiences of our LGBTIQA+ colleagues, and encourage engagement with the initiatives of broader LGBTIQA+ communities
- continue to create an inclusive and friendly workplace – including through social and informative events and initiatives
- collaborate with and support other diversity networks to increase the intersectionality of events and initiatives
- collaborate with and support other APS Pride and LGBTIQA+ networks – including by participating in inter-departmental workshops and events.

Back to top

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY | **INTERMEDIATE**
3. **LGBTQ Advisory Group** | **Max. 4 points**

prideindiversity

We have _established and promoted_ an internal LGBTQ advisory group which has:
- a) **met specifically to identify areas requiring change or to work on projects requiring their expertise and guidance**
- b) **engaged with _the organisation_ in efforts to implement change or complete allocated projects**

Note: This group may be the leadership or a subset of your Employee Network, or a group within your organisation with distinct expertise in LGBTQ inclusion.

For full points, please provide:
- _(a) evidence of how this group's expertise or counsel is promoted across the organisation_
- _(b) evidence of any meetings or work undertaken by this group throughout the assessed year_

Our Diversity Committee drives initiatives, identifies and negates barriers for all of our Diversity Networks (including PRIDE). It seeks endorsement and funding for the networks and new initiatives from our Diversity Council. The Diversity Committee is chaired by our Chief Operation Officer and members from each of the department's employee diversity networks.

http://intranet.agdnet.ag.gov.au/About-us/Committees-and-councils/Pages/Diversity-Committee.aspx   ▼ C Search...

Committee   ×

View   Favorites   Tools   Help

S Leadership Develo... ▼   AGD style guide   APS Jobs - gateway to the...   Australian Public Service ...   Back-pay refusal affronts ...   Citrix Receiver   Corporate Services Review

People and places   Forms   Corporate Connect   News and community

You are here: Home > About us > Committees and councils > Diversity Committee

Committees and councils

Executive Board

Senior Management Committee

Health and Safety Committee

Workplace Relations Committee

Audit and Risk Management Committee

Diversity Council

Diversity Committee

Council of Attorneys-General

Strategic Operations Steering Committee

Contact details

Performance and Wellbeing

s 47E(d)

Diversity Committee

The Diversity Committee drives initiatives, identifies and negates barriers and seeks endorsement from the Diversity Council on new initiatives. The Diversity Committee is chaired by the Chief Operating Officer and attended by the employee network Chairs, the supports to the senior champions and the Human Resources Assistant Secretary

Membership

Members of the Diversity Committee are:

Role	Name
Chair – AGD Chief Operating Officer	s 47E(d)
Secretary's Office	
Assistant Secretary, Human Resources	
Assistant Secretary, Integrity Law Branch	
Male Champion of Change Implementation Leader	
Indigenous Employee Network (IEN) Chair	
Celebrating Ability Network (CAN) Co-Chair	
Celebrating Ability Network (CAN) Co-Chair	
PRIDE in AGD Network Co-Chair	
PRIDE in AGD Network Co-Chair	
Women's Network Co-Chairs	
Culturally and Linguistically Diverse (CALD) Network co-Chair	
Culturally and Linguistically Diverse (CALD) Network co-Chair	

The terms of reference for our Diversity Committee is **Attachment F**, you will find it refers to the committee working to drive the initiatives of our Diversity Networks, this includes our PRIDE network.

A copy of the Action Item Register from the February 2020 meeting is at **Attachment G**.

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY	INTERMEDIATE
4. **LGBTQ Inclusion Reporting**	**2 points**

Within the assessed calendar year, we have published a report on our LGBTQ inclusion work. This may be within annual reports, CSR documentation or equivalent **public facing documentation.**

Note: **This report may include work prior to the assessed year, however the report must be published within 2020.**

Please provide evidence.

The 2019-20 Attorney-General's Department Annual report can be found https://www.ag.gov.au/about-us/publications/attorney-generals-department-annual-report-2019-20.

Excerpts from the report re: LGBTIQ inclusion are found below:

prideindiversity

https://www.ag.gov.au/sites/default/files/2020-10/AGD_Annual%20Report_19_20_acc.pdf

Search...

ty Committee | ag.gov.au

Edit   Go to   Favorites   Help

SES Leadership Develo... | AGD style guide | APS Jobs - gateway to the... | Australian Public Service ... | Back-pay refusal affronts ...

109   (117 of 272)

Find

lgbti

Previous | Next

Bookmarks

Contents

About this report

Letter of transmittal

Department overview

Secretary's year in review

About the department

Annual performance statement

Statement of preparation

Our performance framework

Our activities

Our results

Management and accountability

Governance

External scrutiny

Our people

We offer leadership programs that build skills, knowledge and confidence in our leaders. The department's Capability Council is responsible for oversight of SES leadership development through the annual SES Career Conversations. This gives our senior leaders the opportunity for a tailored and specific discussion on their career and development with the department's executive-level leadership programs, EL2 Connect and EL3 Evolve, support our middle managers to build and strengthen their management and leadership capability.

Our employees can access study assistance and scholarship programs to complete external studies and gain formal qualifications that benefit their work. Benefits include financial reimbursement and study leave.

Recruitment and mobility

In 2019, the department reviewed its recruitment processes and consulted with employees to identify issues with the current processes. Following the review, we redeveloped the recruitment strategy to improve the effectiveness of the process and increase the pool of applicants. In the opening months of 2020, we removed psychometric testing from most recruitment processes and introduced information sessions for prospective candidates. We continue to review the outcomes of each centralised recruitment process.

We consider mobility a key instrument to develop the capability of our people by building on their skills and broadening their experiences. Mobility helps ensure that employees with the appropriate skills and experience are available to work on priority issues, both within the department and across the APS. An internal mobility round is an integral part of every centralised recruitment process. This round allows staff to express an interest in a change to their role (at level) without the need to go through a recruitment process. In addition, each week we notify employees of the current mobility opportunities available throughout the department, our portfolio agencies and across the APS.

In 2019, the department established a pilot program for a legal secondment to Waminda (the South Coast Women's Health and Welfare Aboriginal Corporation) for a period of six months. Based in Nowra, New South Wales, Waminda is a 'culturally safe and holistic service, providing women and their Aboriginal families an opportunity to belong and receive quality health and well-being support'. The secondment builds the legal capability of the organisation and provides valuable experience for departmental employees. The first secondment commenced on 2 March 2020.

Performance management

Our performance management framework is built on a 'no surprises' approach and is designed to facilitate effective performance conversations. These conversations help us meet the objectives set out in our corporate plan.

Our Program for Performance Improvement applies to all employees who are employed for three months or more. It includes check-ins at established intervals and an end-of-cycle review and performance rating. We also encourage regular, informal performance conversations.

Workshops for managers on managing underperformance are delivered regularly to assist with identifying and addressing underperformance matters.

Probation is applied as a condition of engagement for all new ongoing employees and, in certain circumstances, non-ongoing employees.

Employment programs

Our Graduate Development Program recruits and develops high-calibre graduates. We recruit graduates from diverse academic backgrounds to support the department's future workforce needs. The program's purpose is to attract, engage and develop a graduate cohort with a strong record of achievement and the capability to deliver high-quality policy, program and legal services. Through on-the-job experience and exposure to networks and expertise, graduates develop into practising lawyers and policy, legal and program officers. The Graduate Development Program is supported by supervisors and mentors who play a vital role in coaching and developing graduates.

In January 2020, 50 graduates completed the 2019 Graduate Development Program. This included eight graduates who were transferred as part of machinery-of-government changes in July 2019. In February 2020, an expanded cohort of 63 graduates commenced the 2020 program. This consisted of 55 policy and program graduates and eight legal practice graduates. Our graduates have taken part in redeployment efforts across the department and the Australian Public Service in response to the COVID-19 pandemic.

At the end of 2019, one participant successfully completed the 2018–19 Indigenous Australian Government Development Program. The 15-month program includes on-the-job learning, involvement in the Indigenous Employee Network and other department networks and education through a Diploma in Government qualification. The department partners with the Department of Education, Skills and Employment to deliver this program.

A refreshed graduate recruitment campaign for our 2021 Graduate Program took place in the final quarter of the year. The department received a strong response across four streams of Policy and Program, Legal Practice, Economics and Industrial Relations Legal. Two affirmative measures processes were also run to support Indigenous graduates and graduates with disability to participate in the program.

For the last seven years, we have ranked in the top 75 graduate programs, as assessed by the Australian Association of Graduate Employers. We were also nominated for Best Law Graduate Employer as part of the 2020 Australian Financial Review and GradConnection's Top 100 Graduate Employers. Our program continues to perform well compared with other graduate programs in the public and private sectors.

We also engaged a small group of interns through our participation with the Australian Network of Disabilities Stepping Into Program and the Australian Public Service Commission's Indigenous Intern Program. Interns are placed within the organisation to build skills and gain exposure to the department and the Australian Public Service.

Diverse workforce

We embrace diversity, flexibility, inclusion and the unique skills and qualities of all employees. A workforce that is diverse in background, culture and gender is innovative, productive and delivers better organisational outcomes. We build on this through our membership of the Diversity Council of Australia, which we obtained in 2020.

Under the direction of our Diversity Council and Diversity Committee, our employee-led diversity networks support women and gender equity, disability and carers, LGBTIQ inclusion, Indigenous culture and representations, and cultural and linguistic diversity more broadly. These networks support and promote inclusion in the department through a variety of events, initiatives and advice on departmental policy.

Further information is available on the department's website.

109   2019–20 ANNUAL REPORT   109

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY	INTERMEDIATE
5. Media Coverage	2 points

Our work in LGBTQ inclusion has been covered by an independent source (not internally written or published) within the assessed calendar year.

Note: This has to cover your LGBTQ inclusion work in detail and cannot be a brief mention of your organisation, recognised employee/individual or an award won.

Please provide evidence of how your LGBTQ inclusion work has been recognised by an independent source: screenshot, URL, image or insert attachment.

Nil evidence to submit.

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY	ADVANCED
6. Strategic Work in Recruitment, Supplier Policy or Service Provision	Max. 3 points

We have completed, updated or are making progress towards work within <u>one</u> of the following areas over the assessed calendar year:
- LGBTQ targeted recruitment (targeting LGBTQ job seekers)
- LGBTQ supplier policy / promotion / resourcing / procurement policy (either seeking LGBTQ suppliers; or having a policy requiring suppliers to reflect your values around LGBTQ inclusion or attend training)
- LGBTQ marketing campaigns or service provision brochures/collateral specifically targeting LGBTQ populations or answering questions specific to this population

Please provide evidence for work within <u>one</u> of the requested areas within the assessed year.

If you have completed work within more than one of the above areas within the assessed year or have already existing (and current work) within areas listed above, please add that to the ADDITIONAL WORK section at the end of this submission.

Since 2019 we have included a statement in all job vacancies to specifically encourage and welcome applications from LGBTIQ+ candidates:

'The department is committed to having a flexible and inclusive workplace and recognises and values the diversity of the wider Australia community. We encourage and welcome applications from people with disability, Aboriginal and Torres Strait Islander peoples, LGBTIQ+ people, people from culturally and linguistically diverse backgrounds and mature age people.'

A copy of an advertised vacancy is found at Attachment H.

A snapshot from the department's internet Carer's page **(https://www.ag.gov.au/about-us/careers/our-culture)** is provided below demonstrating the department's commitment to providing opportunities for people from diverse backgrounds (including LGBTI).

https://www.ag.gov.au/about-us/careers/our-culture

Our culture | Attorney-Gene...

ES Leadership Develo... ▼ AGD style guide APS Jobs - gateway to the... Australian Public Service ... Back-pay refusal affronts ... Citrix Receiver Corporate Services Review

Who we are

Careers

Work with us

Our culture

What we expect

Current vacancies

Entry-level employment programs

Statutory appointments

Accountability and reporting

Connect with us

Publications

Disability and mental health
Reconciliation
APS employee census results
Related links
Related websites

We are committed to a culture that engages our people, celebrates diversity and embeds inclusive, accessible and flexible workplace practices.

Workplace diversity

We embrace diversity and inclusion and value the contribution and experience of all our people.

A diverse organisation, with people of different backgrounds, views and experiences is good for our staff, our organisational culture, and good for our business as we fulfil our mission of achieving a just and secure society.

Our diversity strategy

The Attorney-General's Department Diversity Strategy sets out our commitment to promoting a diverse and inclusive workplace where all staff—regardless of their background—can achieve their full potential.

The strategy brings together a range of initiatives to support gender, disability, Indigenous affairs, sexual orientation, age and diversity of culture, as well as the broader APS equality, diversity and inclusion agenda.

Diversity networks

We support and promote inclusion through our established diversity networks:

· Celebrating Ability Network
· Culturally and Linguistically Diverse Network
· Indigenous Employee Network
· Women's Network
· Promoting Respect Inclusion Diversity and Equality (PRIDE) Network.

These networks are aligned with our diversity strategy. They organise events to raise diversity awareness, and provide advice to the department on diversity initiatives and departmental policy.

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY   **ADVANCED**

7. **Executive Leadership Representation**	**2 points**

We currently have **openly LGBTQ identifying people** within our internal Diversity Council and/or within our Executive Leadership Team.

Please provide details of the names and roles of openly LGBTQ identifying people within either your Diversity Council or Executive Team

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ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY	**ADVANCED**
8. **LGBTQ Inclusion Promotion**	**Max. 4 points**

We can show evidence of promoting our commitment to LGBTQ inclusion in *up to two* of the following areas:
- pitching for business or contracts
- engaging with potential clients/customers
- applying for funding
- engaging with strategic partners or key external stakeholders

Please provide evidence for up to two of the areas covered. Note: Partial points will be given for less than two areas of work evidenced.

If you have completed work within more than two of the above areas within the assessed year or have already existing (and current work) within areas listed above, please add that to the ADDITIONAL WORK section at the end of this submission.

The PRIDE in AGD Network applies for funding annually to drive their priorities. **Attachment I** is the networks budget allocation for the 2019-20 financial year.

SECTION 3: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

Please note: Different terms are used for internal networks (including Ally/Champion Networks, Resource Groups, Employee Network Groups, Employee Action Groups, etc.). For the purpose of consistency within this submission, when refering to such networks or equivalent, the terminology used within this section will be *Employee Network.*

If you have an outstanding Network Leader who has performed above and beyond the expectations of their role and significantly impacted LGBTQ inclusion within your workplace, please consider nominating them for the Network Leader of the Year Award. (This nomination is open to anyone who has a formal role within the employee network leadership group.)

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	FOUNDATION
9. LGBTQ Employee Network	Max. 2 points

Within the assessed calendar year, we have *either*:
   a)   made progress towards the launch or establishment of an LGBTQ employee network
   b)   an established LGBTQ employee network with a clearly documented charter/purpose or remit
 	
If you are in the process of creating a network, please evidence progress made within the assessed year.
 	
If you have an existing network, please provide a copy of the network's charter/purpose.

We have an established LGBTIQ employee network with a clearly documented purpose, as seen in the attached PRIDE in AGD Terms and Reference (Attachment E) and annual end of year report (Attachment J).

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	FOUNDATION
10. Network Leadership Structure	**Max. 3 points**

Our employee network has a clearly articulated leadership structure with:

    a)   clear roles and/or responsibilities for those involved

    b)   an HR or Diversity representative as part of the leadership structure

For full points, please provide:

    (a) a copy of your network leadership structure clearly articulating role accountabilities

    (b) evidence that you have HR or diversity representation within the leadership

REFERENCES   MAILINGS   REVIEW   VIEW   HPE CONTENT MANAGER

The PRIDE Committee may also invite or accept interim nominations where the number of Committee members is less than 12. Interim Members will hold their position for the remainder of the term of the Committee (up to 12 months), or until resignation, whichever is earlier.

Office Bearers

The Committee will consist of the following positions:

- **Chair (or Co-Chairs)**
  The Chair drives the business of the Committee, engages with executive members of the Department, attends and speaks at inter- or intra- departmental meetings or events, and leads engagement with key internal and external stakeholders.
- **Secretary**
  The Secretary organises Committee meetings and prepares meeting minutes.
- **Treasurer**
  The Treasurer oversees the budget of PRIDE in AGD including annual preparation of budget proposals if required.
- **Communications Officer**
  The Communications Officer manages and monitors the mailbox and the development of promotional materials for PRIDE in AGD and its events. As required, the Communications Officer will also be responsible for intranet items, websites, and/or newsletters.
- **Inter-Agency Liaison Officer**
  The Liaison officer maintains and creates connections with other LGBTIQ+ Networks, and takes a lead role in the organisation of inter-agency events.
- **Events Manager**
  The Events Manager will coordinate PRIDE in AGD's events, as agreed by the committee.
- **General committee members**

These members will hold these positions for the term of the Committee (1 year) or until resignation.

AWEI
AUSTRALIAN WORKPLACE EQUALITY INDEX

http://my.agdnet.ag.gov.au/Networks-and-clubs/Pages/pride-network.aspx   ▾ C   Search...   🔎

twork   × 🄶 ag.gov.au   🔗 Our culture | Attorney-General'... 🔍 Search

View   Favorites   Tools   Help

Leadership Develo... ▾ AGD style guide 🄰🅂 APS Jobs - gateway to the... 🔗 Australian Public Service ... Back-pay refusal affronts ... ⊘ Citrix Receiver ✚ Corporate Services Review   🏠 ▾ 🔊 ▾ 🖃 ▾ 🖨 ▾ Page ▾ Safet

People and places   **Forms**   **Corporate Connect**   **News and community**

You are here: Home > People and places > Networks and clubs > PRIDE Network

People and places
My profile
Organisational structure
Locations and meeting rooms
Networks and clubs
Useful contacts

Networks and clubs
AGD Ball 2019
AGD Executive Assistant Network
AGD Social Club
CALD Network
CALD Newsletter
Celebrating Ability Network
Indigenous Employee Network
PRIDE Network
Social Club Newsletter
Women's Network

Contact details
Email **s 47E(c)**

Downloads
AGD – Transgender awareness poster (CM)
Ashurst's LGBTI+ Inclusive Language Glossary [PDF 7.48MB]
Australian Government Guidelines on the Recognition of Sex and Gender (CM)
Pride in Diversity
Engaging Allies for Change (CM)

PRIDE Network

PRIDE in AGD

On this page:
- What is PRIDE in AGD?
- Champion and committee members
- How do I become a member?
- Objectives
- Priorities
- Events
- Pride in Diversity
- Policies and benefits
- Training and resources
- Support services

What is PRIDE in AGD?

PRIDE in AGD (Promoting Respect, Inclusion, Diversity and Equality) was established in 2015. It aims to create an inclusive and friendly workplace by increasing awareness and understanding of issues relating to the LGBTIQA+ community (Lesbian, Gay, Bisexual, Transgender, Intersex, Queer, Asexual/Aromantic).

Back to top

Champion and committee members

s 47E(c)

The PRIDE in AGD Committee members for 2020-21 are:

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Back to top

pridein**diversity**

HR representatives (specifically members of the Performance and Wellbeing section) do not sit on the committees of diversity networks (these committees are only comprised of members of the networks). Instead, the PRIDE in AGD network Chairs consult regularly with the Performance and Wellbeing Team in HR. This means that the views of HR are always considered in the decisions made by the network's leadership. Below is an example of a recurring meeting where diversity networks chairs consult with HR (more informal meetings occur on an ad hoc basis throughout the year).

Monthly Chairs Meeting [SEC=OFFICIAL] - Meeting Occurrence

| FILE | MEETING OCCURRENCE | INSERT | FORMAT TEXT | REVIEW | HPE CONTENT MANAGER |

Actions | **Show** | **Meeting Notes** | **Respond** | **Options** | **Tags** | **Zoom**

Save & Close | Delete | Calendar | Forward | Appointment | Scheduling Assistant | Meeting Notes | Accept | Tentative | Decline | Propose New Time | Respond | Show As: Tentative | Reminder: 15 minutes | Edit Series | Time Zones | Categorize | Private | High Importance | Low Importance | Zoom

ⓘ Occurs every 4 week(s) on Wednesday effective 1/07/2020 from 2:00 PM to 3:00 PM

Organizer	Human Resources
Subject	Monthly Chairs Meeting [SEC=OFFICIAL]
Location	RGO-A3-022-Crackenback OR VMR
Start time	Wed 10/03/2021	2:00 PM	All day event
End time	Wed 10/03/2021	3:00 PM	

OFFICIAL

Hi all,

Please reserve this time for our Monthly recurring catch up meeting.

Standing Agenda items can be added by agreement amongst chairs but currently includes:

- What events are coming in next 4 Weeks

On the day, please follow the following instructions to join the meeting:

1. s 47E(d)
2.
3. Do not enter a password and press "join meeting"
4. Enter your name and press "join meeting"

Please contact myself for technical assistance.

Kind Regards

s 22(1)

OFFICIAL

pride in diversity

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	**FOUNDATION**
11. **Network** Strategy / Work Plan	**Max. 3 points**

Our network has in place its <u>own strategy</u> (or a work plan contributing to the organisation's LGBTQ inclusion strategy) and has reported progress against clearly defined action plans, timelines and/or deliverables within the assessed year.

For full points, please provide all of the following:
  (a) a copy of your network strategy or component of the strategy that the network has been working on within the assessed year
  (b) a copy of action plans and timelines utilised
  (c) a copy of the latest progress report

For evidence of the three above points, please see Attachment J - PRIDE in AGD Committee 2020: End of Year Report

The new format of the action plan was introduced in 2019 to provide a more complete picture of the network's initiatives and how they are progressing. The plan draws from the department's diversity strategy. The progress report covers the network's priorities for 2019-20, the actions and deliverables outlined in the initial plan, who was allocated responsibility for each action, and relevant timelines.

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	**INTERMEDIATE**
12. Orientation / On-boarding	**Max. 2 points**

Our network is actively involved in orientation, on-boarding or the welcoming of new hires within the organisation. If orientation is strictly online, our network has sought means to introduce new hires to the network and welcome them to the organisation.

For full points, please provide:
  (a) evidence of when this last occurred
  (b) the degree of network involvement/participation

PRIDE in AGD was actively involved in orientation and welcoming of new hires within the organisation. A representative from the network attended the 2020 Graduate Program orientation session to explain the role of the network and sign up new members. Evidence provided at **Attachment K.**

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	**INTERMEDIATE**
13. Strategy and Goals	**2 points**

pridein**diversity**

Our network leads have objectives that are assessed annually within performance discussions, relating specifically to performance within that role (as opposed to generic cultural, diversity or value statements).

Please provide evidence of specific KPI's in relation to a network lead role being incorporated within formal performance/assessment discussions.

All members of the department are asked to make a performance indicator based on their commitment to wellbeing, flexibility and inclusion in their annual performance cycle. Evidence of reference to network objectives in the performance agreement of the Co-chair of the PRIDE in AGD Network is at **Attachment L.**

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	INTERMEDIATE
14. Sustainability Plan	**Max. 2 points**

Our network has a documented sustainability plan (over and above a leadership structure and/or a succession plan) that will **help** ensure the longevity and continuity of the network.

Please provide:
(a) an outline of what considerations where considered in the development of the plan
(b) a copy of the plan

Below is an excerpt from the PRIDE in AGD Terms of Reference (**Attachment E**), which were updated and agreed to include 'succession' guidelines on 13 December 2019.

Succession

In the event a Committee member is unable to continue their duties before the conclusion of the 1 year term of the Committee, or resigns, the Committee will circulate the open position to the PRIDE in AGD Network for nominations. General committee members are eligible to nominate for the open position.

The Committee will vote on nominations received for the vacated position, and the majority vote will determine the new Officer position.

If no nominations are received, the Committee will share the responsibilities previously held by the member until such time that the position can be filled.

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	ADVANCED
15. Allies of Trans and Gender Diverse People	Max. 3 points

The network has undertaken *one* of the following within the assessed year:
  a) **actively distributed, promoted or developed information on** how to be an ally **to trans and gender diverse employees**
  b) **worked with trans and gender diverse employees or community members to develop targeted inclusion initiatives profiling trans and gender diverse speakers or role models**

Note: This is over and above speaking events or LGBTQ calendar Days of Significance.

Points will be given for one of the above.
> *(a) If you have selected (a), please provide a copy of the information provided*
> *(b) If you have selected (b), please provide details and evidence of this work*

If you have undertaken work for both, please include the second piece of work under ADDITIONAL WORK at the end of this submission. Please do not duplicate any evidence already submitted for events around LGBTQ Days of Significance. Points will not be allocated twice for the same event.

The PRIDE in AGD Network were active during 2020 promoting information and training opportunities for employees to allies for trans and gender diverse employees. This included the committee engaging Pride in Practice and A Gender Agenda to conduct training on how to be an inclusive leader and effective ally, and how to support trans and gender diverse staff at work. A comprehensive summary is included in the networks end of year update (Attachment J).

In 2021, the network is committed to launching Gender Affirmation Policy. Below excerpt from 2020 end of year update:

Areas of future focus

There are a number of exciting advocacy and policy initiatives that the Committee is planning progress in 2021. For example, the Gender Affirmation Policy Subcommittee will consult wide within the department and with external stakeholders to develop a tailored policy for the department, which the Subcommittee hopes to launch during Transgender Awareness Week.

The department also has a number of resources available to staff on the intranet – see screenshot below:

A web browser screenshot showing the AGD PRIDE Network intranet page:

URL: http://my.agdnet.ag.gov.au/Networks-and-clubs/Pages/pride-network.aspx

Browser tabs: DE Network | ag.gov.au | Our culture | Attorney-General'... | Search

Menu: Edit View Favorites Tools Help

Bookmarks bar: SES Leadership Develo... | AGD style guide | APS Jobs - gateway to the... | Australian Public Service ... | Back-pay refusal affronts ... | Citrix Receiver | Corporate Services Review

Left sidebar:

Networks and clubs

AGD Ball 2019
AGD Executive Assistant Network
AGD Social Club
CALD Network
CALD Newsletter
Celebrating Ability Network
Indigenous Employee Network
PRIDE Network
Social Club Newsletter
Women's Network

Contact details

Email s 47E(c)

Downloads

AGD – Transgender awareness poster (CM)
Ashurst's LGBTI+ Inclusive Language Glossary [PDF 7.48MB]
Australian Government Guidelines on the Recognition of Sex and Gender (CM)
Pride in Diversity
  Engaging Allies for Change (CM)
  Managers guide to LGBTI inclusion (CM)
  Managers quick guide to LGBTI inclusion (CM)
  Managers guide to Intersex inclusion in the workplace (CM)
  Sexual Orientation and Gender diversity in the workplace (CM)
  Let's talk Gender Publication 2015 (CM)
  The Australian National Recruitment Guide (CM)

Related websites

healthdirect – Mental health resources for LGBTI people

Main content (top links):
- What is PRIDE in AGD?
- Champion and committee members
- How do I become a member?
- Objectives
- Priorities
- Events
- Pride in Diversity
- Policies and benefits
- Training and resources
- Support services

What is PRIDE in AGD?

PRIDE in AGD (Promoting Respect, Inclusion, Diversity and Equality) was established in 2015. It aims to create an inclusive and friendly workplace by increasing awareness and understanding of issues relating to the LGBTIQA+ community (Lesbian, Gay, Bisexual, Transgender, Intersex, Queer, Asexual/Aromantic)

Back to top

Champion and committee members

s 47E(c)

The PRIDE in AGD Committee members for 2020-21 are:

s 47E(c)

Back to top

How do I become a member?

The network is open to all employees, wherever they are located. This includes LGBTIQA+ employees, friends, allies and supporters. To join the mailing list, please email s 47E(c)

Back to top

Objectives

The network's objectives are outlined in our Terms of Reference. They are to:

- raise awareness and understanding of LGBTIQA+ issues in the department
- provide advice to the department on policy issues affecting LGBTIQA+ staff
- provide support to employees on LGBTIQA+ related workplace issues
- raise awareness and funds for causes that promote the interests of LGBTIQA+ communities locally, nationally or internationally
- create an inclusive and friendly workplace – including through social and informative events
- support the PRIDE Champion to play an active and visible role in supporting LGBTIQA+ employees and broader workplace diversity initiatives
- collaborate with other diversity networks to highlight a range of lived experiences, and have accessibility front of mind.

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	ADVANCED
16. Visibility of LGBTQ Women	**Max. 3 points**

Throughout the assessed year, our network has *either*:

    a) developed and made progress against an active strategy with targets in place to increase the visibility of LGBTQ women; or

    b) undertaken and documented significant activity throughout the year to increase visibility of LGBTQ women and **out** role models

Points will be given for *one* of the above.

    (a) If you have selected (a), please enclose a copy of any plan developed along with a report of progress made

    (b) If you have selected (b), please provide an outline of all activity taken to specifically increase the visibility and participation of LGBTQ women

If you have undertaken work for both, please include the second piece of work under ADDITIONAL WORK at the end of this submission.

Come back with evidence

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	ADVANCED
17. LGBTQ Intersectionality	**3 points**

Throughout the assessed calendar year, the network has provided opportunities for LGBTQ people of diverse groups to raise their visibility and/or to share their stories across the organisation:

prideindiversity

Please provide evidence for one of the following:
- **LGBTQ and Aboriginal, Torres Strait Islander or Indigenous**
- **LGBTQ and a person of faith**
- **LGBTQ and of another diverse group (i.e. CALD, of mature age, living with disability, etc.)**

Please provide evidence for <u>one</u> of the selected groups above.

If you have undertaken above-and-beyond work for more than one of the groups mentioned above, please include evidence of work in the ADDITIONAL WORK section at the end of this submission.

The PRIDE in AGD Network has provided opportunities for LGBTQI people from diverse groups to be visible and share their stories. The following excerpts have been taken from the network's end of year update **(Attachment J)**. Examples include:

021 AWEI - PRIDE in AGD 2020 end of year report.pdf - Adobe Acrobat Reader DC

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2 / 5   116%

OFFICIAL

Australian Government
Attorney-General's Department

What did the Network achieve in 2020?

January 2020

- Email to the Network regarding increasing visibility in offices outside of Canberra
- Stall at the 2020 Graduate Program orientation

February 2020

- Email to the Network seeking expressions of interest to join the Committee
- Event for all staff: Collaboration with Culturally and Linguistically Diverse Network, panel discussing Netflix comedy series Kim's Convenience
- Supported PRIDE training for SES
- Purchased PRIDE lanyards to increase visibility across the department
- Email from PRIDE Champion s 47F(1), s 47E(c) to all staff encouraging participation in Australian Workplace Equality Index survey, noting responses are confidential

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PRIDE in AGD

Australian Government
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September 2020

- Email to the Network calling for volunteers for a panel marking Mental Health Week 2020

- Email to the Network providing tailored mental health resources for R U OK? Day

- PRIDE in AGD (and at Home) Newsletter sent to the Network, recognising key events and sharing resources and stories

- Called for expressions of interest for the Gender Affirmation Policy Subcommittee

- Email to the Network seeking input into the department's review of flexible work options

- Expressions of interest sought from the Committee for 'Our Leaders Have Many Faces' project

- Co-chairs provided input into department's working arrangements internal audit

October 2020

: in AGD 2020 end of year report.pdf - Adobe Acrobat Reader DC

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| 2021 AWEI - PRIDE... × | Diversity Committe... |

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- Email to the Network seeking input into the department's review of flexible work options
- Expressions of interest sought from the Committee for 'Our Leaders Have Many Faces' project
- Co-chairs provided input into department's working arrangements internal audit

October 2020

- Formed a Gender Affirmation Policy Subcommittee, including representatives from PRIDE in AGD and the Women's Network
- Email to the Network seeking input into a survey on the recruitment and retention of LGBTQIA+ people across the APS
- PRIDE in AGD (and at Home) Newsletter sent to the Network, recognising key events and sharing resources and stories
- Provided input into APS Pride Networks contact list
- Co-chairs provided input into mental health capability project
- Provided input into paper for the Diversity Council on the Our Leaders Have Many Faces project

Search tools

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Organize

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Optimize

2021 AWEI - PRIDE in AGD 2020 end of year report.pdf - Adobe Acrobat Reader DC

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- Co-chairs provided input into mental health capability project
- Provided input into paper for the Diversity Council on the Our Leaders Have Many Faces project

November 2020

- 2020-21 PRIDE in AGD Action Plan approved
- Email to all staff marking World AIDS Day (also disseminated merchandise purchased from Meridian to the department)
- Engaged A Gender Agenda to provide training to the department on Supporting Trans and Gender Diverse People at Work
  - Intranet news story advertising the training to all staff
- Committee members attended Pride in Practice Conference and shared lessons learned with the Committee
  - Offered opportunity to share attendance to Performance and Wellbeing team
- Discussion with representatives of Australian Signals Directorate on PRIDE and gender affirmation matters
- Provided verbal input into graduate major project related to an employment value proposition
- Met with departmental representative of Male Champions of Change initiative to discuss opportunities for collaboration and support

OFFICIAL

Attachment **T** – For all of us, about all of us: featuring s 22(1)

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	ADVANCED
18. Intersex Allies	**Max. 4 points**

As Intersex Allies:

a) The network has completed one of the following within the assessed calendar year:

- communicated what the organisation has been or is currently doing to be more inclusive of Intersex people while acknowledging that Intersex status is about variations of sex characteristics, not gender identity or sexual orientation
- held organisation-wide educational events where Intersex people have spoken
- distributed current and accurate information on Intersex inclusion or awareness raising across the organisation
- shared articles, books, movies, documentaries, presentations about Intersex from intersex perspectives
- sought and gained permission from intersex organisations such as IHRA to share relevant content on social media or LGBTQ network / diversity page
- developed a network initiative or working group with Intersex representation to help determine how the organisation or network can be more inclusive of Intersex people (over and above including Intersex awareness within LGBTQ inclusivity training).

b) Our organisation has signed up to The Darlington Statement

Please provide:

a) *evidence for one of the selected actions above*

b) *evidence of your organisation signing up to The Darlington Statement*

If you have undertaken above-and-beyond work for more than one action in part a) mentioned above, please include evidence of work in the ADDITIONAL WORK section at the end of this submission.

http://my.agdnet.ag.gov.au/Networks-and-clubs/Pages/pride-network.aspx

Network | ag.gov.au | Our culture | Attorney-General'... | Search | For all of us, about all of us fe...

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ES Leadership Develo... ▼ AGD style guide APS Jobs - gateway to the... Australian Public Service ... Back-pay refusal affronts ... Citrix Receiver Corporate Services Review

My profile
Organisational structure
Locations and meeting rooms
Networks and clubs
Useful contacts

Networks and clubs

AGD Ball 2019
AGD Executive Assistant Network
AGD Social Club
CALD Network
CALD Newsletter
Celebrating Ability Network
Indigenous Employee Network
PRIDE Network
Social Club Newsletter
Women's Network

Contact details

Email: **s 47E(c)**

Downloads

AGD - Transgender awareness poster (CM)

Ashurst's LGBTI+ Inclusive Language Glossary [PDF 7.48MB]

Australian Government Guidelines on the Recognition of Sex and Gender (CM)

Pride in Diversity
Engaging Allies for Change (CM)
Managers guide to LGBTI inclusion (CM)
Managers quick guide to LGBTI inclusion (CM)
Managers guide to intersex inclusion in the workplace (CM)
Sexual Orientation and Gender diversity in the workplace (CM)
Let's talk Gender Publication 2015 (CM)

PRIDE in AGD

On this page:
- What is PRIDE in AGD?
- Champion and committee members
- How do I become a member?
- Objectives
- Priorities
- Events
- Pride in Diversity
- Policies and benefits
- Training and resources
- Support services

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Back to top

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s 47E(c)

The PRIDE in AGD Committee members for 2020-21 are:

s 47E(c)

Back to top

How do I become a member?

The network is open to all employees, wherever they are located. This includes LGBTIQA+ employees, friends, allies and supporters. To join the mailing list, please email **s 47E(c)**

Back to top

Objectives

The network's objectives are outlined in our Terms of Reference. They are to:

pridein**diversity**

Attachment O - International Day Against Homophobia, Biphobia, Intersexism and Transphobia

Attachment P - PRIDE: International Non-Binary People's Day

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	ADVANCED
19. Broader Inclusion	**Max. 3 points**

Within the assessed calendar year, the network has _**planned, targeted and tracked both activity and progress**_ within _one_ of the following areas:
   a) work to extend and increase network engagement and inclusion within regional offices
   b) increasing LGBTQ presence or leadership within other internal diversity networks or working groups (i.e. women, parents, cross-cultural)

Points will be allocated for one _of the above. If you have completed work in more than one of the above stated areas, please include evidence of work in the ADDITIONAL WORK section at the end of this submission._

(a) If you have selected (a), please provide a list of activities/work conducted/completed to increase inclusion within regional offices and progress to date
(b) If you have selected (b), please provide evidence of activity or LGBTQ representation across other diversity networks

A comprehensive summary of the network's activities is found in its end of year summary at **Attachment J.**

PRIDE: Are you located outside of Canberra? We want to hear from you [SEC=UNCLASSIFIED] – Message (HTML)

FILE   MESSAGE   HPE CONTENT MANAGER

Thu 16/01/2020 11:48 AM

PRIDE in AGD (Pride Network)

PRIDE: Are you located outside of Canberra? We want to hear from you [SEC=UNCLASSIFIED]

To   PRIDE in AGD (Pride Network)

Dear PRIDE in AGD members,

Welcome to 2020! After a huge finish to last year, PRIDE in AGD are back, refreshed and excited for the year ahead.

One of our big goals for this year is to **increase the visibility of PRIDE in AGD within our offices outside of Canberra.**

2019 saw several PRIDE initiatives in offices outside of Canberra, such as the AGS Sydney Office holding a 'Wear it Purple Day Event' and the Adelaide Royal Commission merchandise drive. Those involved in the Wear it Purple Day event said they appreciated the visible display of support for LGBTIQ+ people. One staff member noted "I already knew AGD was an inclusive workplace, but the sea of purple reinforced to me our welcoming and positive culture." These efforts were all great successes and demonstrate how worthwhile it is to hold events in and include all of our offices.

It is important to ensure our interstate offices and colleagues feel included and engaged with diversity network initiatives. We want to support an open and inclusive workplace where everyone feels like they can bring their whole selves to work, no matter where they are located in Australia.

If you are a PRIDE in AGD member located outside of Canberra, we would love to hear from you.

We are seeking your feedback on how we can have greater visibilty and engagement in interstate offices. Email s 47E(c)   and let us know. We also welcome feedback and suggestions from PRIDE in AGD members in Canberra.

PRIDE in AGD Network Committee
Attorney-General's Department
s 47E(c)

PRIDE in AGD

prideindiversity

Attachment U – PRIDE: Join us on the Pride in AGD Committee!

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS 20. Network Reporting	ADVANCED Max. 4 points

Within the assessed calendar year, we produced:
   a) a network specific report on progress against network targets, in addition to
   b) one of the following areas of performance:
   - additional advice provided to the organisation throughout the year
   - areas of significant contribution
   - areas of future focus
   - annual progress tracking against the AWEI

Please provide evidence for both (a) and (b). If you have undertaken above-and-beyond work for more than one of the areas mentioned above, please include evidence of work in the ADDITIONAL WORK section at the end of this submission.

A comprehensive summary of the networks progress is found in the end of year update at **Attachment J.**

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SECTION 4: VISIBILITY OF INCLUSION

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION 21. Days of Significance	FOUNDATION Max. 2 points

Within the assessed calendar year, we have celebrated and promoted LGBTQ Days of Significance across the organisation while *providing and/or educating employees with an understanding of why these dates are important.*

For full points, please provide:
  a) *a list of LGBTQ Days of Significance celebrated throughout the assessed year*
  b) *a brief description of each event, detailing how you promoted an understanding of why the day is significant*

Attachment M – PRIDE: International Transgender Day of Visibility (invitation)

Attachment N - Register now: Supporting Trans and Gender Diverse People at Work – Two Hour Virtual Workshop (invitation)

Attachment O – PRIDE in AGD presents IDAHOBIT with Jordan Raskopoulos

Attachment P – PRIDE: International Non-Binary People's Day

Attachment Q – Upcoming PRIDE training courses – enrol now for sessions on Thursday 27 August

Attachment R – PRIDE: R U OK? Day

Attachment S – World Aids Day

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION 22. Visibility in the Workplace	FOUNDATION Max. 3 points

We actively encourage and provide a means by which employees can indicate their commitment to LGBTQ workplace inclusion through the use of: ALLY email signatures, lanyards, personal pronouns, virtual backgrounds, etc.

Please provide:
  a) *a list of options available to employees through which they can visually indicate that they are an ally or supporter of LGBTQ inclusion*
  b) *a couple of photos showing active support and visibility of these options within/around/throughout the workplace (please limit photos to a couple of photos – not required for each available option)*

- Magnets
- Postcards
- Pens
- Mousepads
- Ally Posters (A7 size)
- Staff are able to use PRIDE Network Logo in Email Signature.
- Staff are able to use their personal pronouns in their signature block.

Attachment V – PRIDE merchandise

Attachment W – Visible PRIDE Ally

Move | Rules | OneNote | Unread/ Read | Categorize | Follow Up | Search People / Address Book / Filter Email | Support
Move | | | Tags | | | Find | Jannsseal

Reply | Reply All | Forward | IM

s 22(1)
Wed 16/09/2020 12:22 PM
s 22(1)

FW: FOR APPROVAL: Proposed approach for the review and endorsement of Diversity Network 2019-20 budget actuals and 2020-21 budget proposals [SEC=UNCLASSIFIED]

To s 22(1)
Cc s 22(1)

ⓘ This message was sent with High importance.

Warm regards.

s 22(1)

| Assistant Director | **Performance & Wellbeing** | Human Resources
Attorney-General's Department, 3-5 National Circuit, Barton, ACT 2600
s 47E(d)

Striving to foster supportive, safe, empowering and inclusive environments for LGBTIQ+ young people
AGD - 28.08.20

From: s 22(1)
Sent: Wednesday, 2 September 2020 10:00 AM
To: s 22(1)
Cc: s 22(1)
s 22(1)
Subject: RE: FOR APPROVAL: Proposed approach for the review and endorsement of Diversity Network 2019-20 budget actuals and 2020-21 budget proposals [SEC=UNCLASSIFIED]

Hi s 22(1)

Move   Tags   Find   Janussear

Reply   Reply All   Forward   IM

s 22(1)
Thu 11/03/2021 2:37 PM
s 22(1)

RE: Network input to AWEI submission [SEC=OFFICIAL]

To   s 22(1)

You replied to this message on 12/03/2021 11:06 AM.

Cheers,

s 22(1)

Co-Chair | PRIDE in AGD Committee
Attorney-General's Department

3-5 National Circuit | Barton ACT 2600
T: s 22(1)
E:

PRIDE in AGD

From: s 22(1)
Sent: Thursday, 11 March 2021 1:54 PM
To: s 22(1)
Cc:
Subject: RE: Network input to AWEI submission [SEC=OFFICIAL]

Hi s 22(1)

Thanks for your time on the phone earlier.

pride in diversity

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION	**INTERMEDIATE**	
23. Ally / Champion Reference Guides	Max. 3 points	

We provide Ally/LGBTQ Champion Reference Guides or materials on how to be an effective ally and/or an active champion for LGBTQ inclusion within the workplace.

Please provide
  (a) copy of this guide or an outline of the content covered within the guide
  (b) information regarding how it is distributed or where this guide can be found

Located on our PRIDE in AGD intranet page we have LGBTIQ+ resources and within that area we have the **Engaging Allies for Change**, a 2012 PiD document.

LGBTIQ+ resources

* Pride in Diversity
  * Engaging Allies for Change (CM)
  * Managers guide to LGBTI inclusion (CM)
  * Managers quick guide to LGBTI inclusion (CM)
  * Managers guide to Intersex inclusion in the workplace (CM)
  * Sexual Orientation and Gender diversity in the workplace (CM)
  * Let's talk Gender Publication 2015 (CM)
  * The Australian National Recruitment Guide (CM)
* Australian Government Guidelines on the Recognition of Sex and Gender (CM)

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION	**INTERMEDIATE**	
24. Individual LGBTQ Inclusion Work Recognition	2 points	

Leadership has formally **recognised** and communicated the work of employee/s across the organisation, regarding their *internal* contribution in LGBTQ inclusion within the workplace.

Note: This excludes PiD communications around AWEI Awards – but can include your leadership's formal *internal* recognition of the contribution made by employees.

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Please provide evidence.
Nil evidence provided.

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION	INTERMEDIATE
25. Confidential Contacts	**2 points**

We have an LGBTQ intranet page that clearly identifies LGBTQ people or allies who can be contacted for a <u>confidential</u> and informal discussion regarding being an LGBTQ employee within the organisation. This is over and above any HR or grievance contacts and <u>confidentiality must be assured</u>.

Please provide a screenshot of where this information is provided. If the contact is not clearly communicated as CONFIDENTIAL, full points will not be awarded.

Networks-and-clubs/Pages/pride-network.aspx

Search...

gov.au | Our culture | Attorney-General'... | Search | PRIDE Network

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iD style guide | APS Jobs - gateway to the... | Australian Public Service ... | Back-pay refusal affronts ... | Citrix Receiver | Corporate Services Review | Page ▼ Safety ▼

Celebrating Ability Network

Indigenous Employee Network

PRIDE Network

Social Club Newsletter

Women's Network

Contact details

Email: s 47E(c)

Downloads

AGD – Transgender awareness poster (CM)

Ashurst's LGBTI+ Inclusive Language Glossary (PDF / 48MB)

Australian Government Guidelines on the Recognition of Sex and Gender (CM)

Pride in Diversity

Engaging Allies for Change (CM)

Managers guide to LGBTI inclusion (CM)

Managers quick guide to LGBTI inclusion (CM)

Managers guide to Intersex inclusion in the workplace (CM)

Sexual Orientation and Gender diversity in the workplace (CM)

Let's talk Gender Publication 2015 (CM)

The Australian National Recruitment Guide (CM)

Related websites

healthdirect – Mental health resources for LGBTI people

International Day Against Homophobia, Biphobia, Intersexism and Transphobia

Pride in Diversity

Wear It Purple Day

What is PRIDE in AGD?

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Back to top

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s 47E(c)

The PRIDE in AGD Committee members for 2020-21 are:

s 47E(c)

Back to top

How do I become a member?

The network is open to all employees, wherever they are located. This includes LGBTIQA+ employees, friends, allies and supporters. To join the mailing list, please email s 47E(c)

Back to top

Objectives

The network's objectives are outlined in our Terms of Reference. They are to:

- raise awareness and understanding of LGBTIQA+ issues in the department
- provide advice to the department on policy issues affecting LGBTIQA+ staff
- provide support to employees on LGBTIQA+ related workplace issues
- raise awareness and funds for causes that promote the interests of LGBTIQA+ communities locally, nationally or internationally
- create an inclusive and friendly workplace – including through social and informative events
- support the PRIDE Champion to play an active and visible role in supporting LGBTIQA+ employees and broader workplace diversity initiatives
- collaborate with other diversity networks to highlight a range of lived experiences, and have accessibility front of mind.

Back to top

Priorities

The network's priorities for 2020-21 are to:

- increase our visibility of, and engagement with, all employees, wherever they are located
- strengthen our engagement with members, including those who are interstate and working remotely
- increase awareness of the experiences of our LGBTIQA+ colleagues, and encourage engagement with the initiatives of broader LGBTIQA+

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On the PRIDE intranet page, you can find a list of members who are open to being contacts for confidential conversations, if you select the member's name it will take you to their personal email address and office contact number.

s 47F(1), s 47E(c)

Harassment Contact Officers

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION	INTERMEDIATE
26. Communication of LGBTQ Support Information	**Max. 2 points**

As the initial source of information for LGBTQ employees, our LGBTQ intranet page _**clearly articulates:**_

  a) the process for formally reporting workplace LGBTQ bullying/harassment
  b) available LGBTQ friendly support (should this occur)

For full points, please:

  (a) provide a screenshot of where this information is communicated on the network or LGBTQ diversity page.
  (b) clearly show LGBTQ friendly support avenues

http://intranet.agdnet.ag.gov.au/Resources/Human-Resources/Employee-conduct/Pages/Bullying-harassment-and-discrimination.aspx

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vork | ag.gov.au | Our culture | Attorney-General'... | Bullying, harassment and di... × | Useful contacts

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Page ▼ Safety ▼

People and places   **Forms**   **Corporate Connect**   **News and community**

You are here: Home > Corporate Connect > Human resources > Employee conduct > Bullying, harassment and discrimination

Employee conduct

Bullying, harassment and discrimination

Contact details
s 47E(c), s 47E(d)

Related links

Harassment contact officers

Employee assistance and support services

Employee Relations Advices

Bullying, harassment and discrimination

The department is committed to providing a workplace where workers treat each other with respect and courtesy. All reasonable steps will be taken, in a sensitive and effective manner, to prevent or eliminate any incidents of unlawful discrimination, harassment and bullying.

A zero tolerance workplace

The intended outcome of the department's zero tolerance of unlawful discrimination, harassment or bullying is a workplace free from such behavior and actions. Workers are expected to report any apparent incidents of unlawful discrimination, harassment or bullying, regardless of whether the conduct is by another worker or by a person outside AGD.

Employee Relations Advice (ERA)

The Workplace discrimination, harassment and bullying ERA (CM) outlines worker obligations and what constitutes unlawful discrimination, harassment and bullying. It also details procedures the department employs to deal with relevant complaints and processes available for seeking assistance.

Harassment contact officers

The department has a network of trained harassment contact officers who are able to provide information, support and assistance to staff in relation to instances of perceived unlawful discrimination, harassment or bullying. Staff may also seek support or assistance through the department's Employee Assistance Program (EAP).

› Harassment contact officer list (CM)

Useful tools

Australian Public Service Commission

› APS Values, Employment Principles and Code of Conduct
› Respect summary guide
› Working Together: promoting mental health and wellbeing at work

Comcare Guides

› Bullying in the workplace
› Comcare Pocket Guide—responding to workplace bullying
› Managing difficult conversations and providing feedback

FEEDBACK | SITE MAP

pridein**diversity**

http://my.agdnet.ag.gov.au/Networks-and-clubs/Pages/pride-network.aspx

ag.gov.au | Our culture | Attorney-General'... | Search | PRIDE Network

dership Develo... | AGD style guide | APS Jobs - gateway to the... | Australian Public Service ... | Back-pay refusal affronts ... | Citrix Receiver | Corporate Services Review

community bring to an organisation. The course covers a range of themes, including the impact of language, coming out, allies, everyday conversations, and transgender.

A range of resources is also available on the left hand side of this page.

Back to top

Support services

Converge International – specialist LGBTIQ helpline

Confidential support is available 24/7, to you and your immediate family members, through the department's Employee Assistance Program (EAP). Converge International provides the department's EAP services and has a specialist LGBTIQ Helpline (PDF 525KB) – you can speak with a specialist counsellor and access support across issues specific to LGBTIQA+ people and related communities. You can also discuss referral to specialised services and access to general information and resources.

Equal Ground

Equal Ground is a new free mental health service run for members of the LGBTIQA+ community in the ACT. The program is staffed by social, emotional wellbeing workers and a psychologist who are also members of the community. They support clients with a variety of concerns, whether it's work or study, gender and sexuality, and also general mental wellbeing, and they accept self-referrals.

Meridian (Formerly AIDS Action Council)

Meridian ACT (formerly the AIDS Action Council) provides face-to-face counselling and access to social groups in the ACT for people of diverse sexuality and gender. Their Counselling Team (Westlund Counselling) specialises in providing LGBTIQA+ competent support to Canberrans, with a strong knowledge base of professional qualifications and lived experience. Westlund Counselling welcomes members of the community over the age of 16, regardless of gender, sexual orientation, cultural background, religious belief or economic circumstances.

QLife

QLife provides anonymous and free LGBTIQA+ peer support and referrals for people in Australia wanting to talk about sexuality, identity, gender, bodies, feelings or relationships. The QLife family includes hundreds of highly experienced LGBTIQA+ staff and volunteers. If you are looking to connect with someone to explore what's going on in your life, they are there to take your call or webchat.

Other mental health resources

There are many other people and organisations that can provide you with advice and support. HealthDirect has compiled a list of organisations, many of which have specific support for people who are LGBTIQA+.

PRIDE-trained Harassment Officers

The following departmental Harassment Officers have undertaken PRIDE in AGD training:

s 22(1)

Back to top

prideindiversity

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION	ADVANCED
27. LGBTQ Social Media Streams	2 points

We have internal LGBTQ social media streams or any other means by which we can engage staff in conversations and post items of interest in regard to our inclusion work (may include but is not limited to Yammer, Twitter, Facebook, SharePoint).

Please provide screenshot evidence of such posts and/or conversations on your social media streams.

Attachment T – Your News Intranet Story – For all of us, about all of us featuring s 22(1)   . Screenshot below.

s 22(1)

or-all-ot-us-about-all-of-us   22-february-2021.aspx   ▼ ↻   Search...

Attorney-General'... ⊹ Bullying, harassment and discr... ⊹ Useful contacts   ⊹ For all of us, about all of us... ▼ ☐

🔲 Australian Public Service ... 🔲 Back-pay refusal affronts ... 🔟 Citrix Receiver ⊹ Corporate Services Review   ≫ 🔳 ▼ ☐

- provides advice on matters relating to the APS Code of Conduct, disputes and complaints, review of actions and bullying and harassment
- drives the implementation of the department's Diversity Strategy and collaborates with and supports the 5 employee-led diversity networks and diversity champions
- provides advice and strategies to assist employees and managers in meeting performance expectations. The section also has responsibility for the PPI (Program for performance Improvement – in case you were wondering!) policy and framework.

For all of us, about all of us is a feature series of Our news.

It aims to empower staff to share their lived experience, while shedding light on the diversity that exists in the department. Sharing stories is a powerful way to help improve inclusion, and create a workplace where everyone can feel comfortable bringing their full selves to work.

Back to top

Do you have a story you'd like to share?

This feature series is open to all staff to contribute a personal experience of diversity and inclusion – because we all share the need for acceptance and belonging.

We aim to share one story per month – so please reach out to PRIDE s 47E(c)   or CAN s 47E(c)   who are kindly coordinating this initiative on behalf of the department.

Back to top

Comments

Have your say
Post

s 22(1)

Hey S   It is a real inspiration reading from your perspective. It is bliss that we work in an open and diverse culture. Thanks for sharing

Thanks for sharing S   great to hear from one of our leaders so openly!

Thanks for sharing S   Such a great insight to you and your lived experiences.

🔵 🔵 🔵 🔴

SECTION 5: TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT

Please do not include compliance training covering anti-discrimination policies or training within events. Both of these are covered elsewhere.

ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	FOUNDATION
28. Face-to-Face Training	2 points

We have made face-to-face LGBTQ Awareness / Inclusion / Ally Training available to all employees within the assessed calendar year. This would include any interactive training conducted via internet technologies (i.e. WebEx, Zoom, Teams, etc).

Name of Trainer or Provider:	*Yes – to be provided after submission as I need to get training specifics from our L&D team. We hope you will still consider this evidence.*	☐ Our trainer is accredited by or from Pride in Diversity
Length of training:	*[Evidence Here]*	
Date/s:	*[Evidence Here]*	
Number of attendees approx that will have gone through this training:	*[Evidence Here]*	
Evidence of training undertaken (one piece required):	*Screenshot of the invitation sent or where training has been communicated. [Evidence Here]*	
Copy of presentation or outline of training covered:	*[Evidence Here] (Not required if Pride in Diversity or Pride in Health + Wellbeing delivered)*	

ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	FOUNDATION
29. Online Training	**2 points**

We have LGBTQ online training modules or pre-recorded content that can be accessed by employees throughout the assessed calendar year.

Name of Online Training or Video:	*Yes – to be provided after submission as I need to get training specifics from our L&D team. We hope you will still consider this evidence.*
Length of the LGBTQ component within the video/training:	*[Evidence Here]*
Where employees can access this training :	*Please provide screenshot of where this training is accessed. [Evidence Here]*
Tracking:	*To provide evidence of training being accessed, please identify:* *(a) how participation numbers are tracked [Evidence Here]* *(b) approximate number of people accessing this training throughout the assessed year [Evidence Here]*
Copy of the module or a brief outline of it's LGBTQ content.	*[Evidence Here]*

ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	ADVANCED
30. Professional Development for LGBTQ Employees	**Max. 2 points**
Outside of the Pride in Practice Conference within the assessed calendar year, we have _either_:	

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(a) provided LGBTQ people with LGBTQ specific leadership training, internally or externally (excludes conferences unless specifically dedicated to LGBTQ leadership development)
(b) put processes in place to ensure that there is LGBTQ representation within talent development programs.

Please provide evidence for the one selected item above. If you can provide both, please add the second item to the ADDITIONAL WORK section at the end of this submission.

We do not have any evidence for this question.

ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	ADVANCED
31. LGBTQ Inclusion Training Plan	Max. 4 points

We have a strategy or training plan in place to specifically address LGBTQ inclusion and/or awareness training for all employees.

Please provide:
(a) a copy of the strategy
(b) outlined progress made throughout the assessed year

We do not have any evidence for this question.

ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	ADVANCED
32. LGBTQ Conferences, Seminars and Events	2 points

Within the assessed calendar year, we have provided opportunities for employees to attended *external* dedicated LGBTQ conferences, seminars or events.

Note: This may include but is not limited to the Pride in Practice Conference, Regional Reach or Sapphire Events, or external LGBTQ panel events. This does not include roundtables or social networking events.

Please provide evidence.

A number of staff from the PRIDE Network and HR attended sessions of the virtual 2020 Pride in Practice Conference. Evidence at **Attachment Y.**

The PRIDE Network forwarded advertised Sapphire Event via an email to its membership in December 2020 – see **Attachment Z.**

Advertising for Out for Australia virtual event at **Attachment AA.**

SECTION 6: EXECUTIVE LEADERSHIP & ENGAGEMENT

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Please note: Different titles are used when referring to the most senior executive. For the purpose of consistency within submission, in defining CEO or Equivalent, we are referring to the most senior executive in your organisation within Australia.

If you have a CEO or equivalent, or Senior Leader/Executive highly active in promoting and supporting LGBTQ inclusion (as an LGBTQ individual or an ally), please consider nominating them for the following Awards (where applicable):

- **Executive Leadership Award**
- **CEO of the Year Award**

ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT 33. Executive Sponsor or Champion	INTERMEDIATE Max. 2 points

We have a visible and active Executive Sponsor or Senior Champion for LGBTQ inclusion who has both:
   a) contributed to the LGBTQ strategy
   b) is engaged in tracking performance progress against the strategy throughout the year

For full points, please provide evidence for all parts to this question:
   a) *specific contribution to the strategy*
   b) *level of engagement, tracking progress against the strategy (signed statement by the Executive as to their role in strategy development / tracking will suffice)*

Reminder - Invitation to complete survey - 2020 Australian Workplace Equality Index [SEC=UNCLASSIFIED] – Message (HTML)

FILE   MESSAGE   HPE CONTENT MANAGER

Ignore | Junk | Delete | Reply | Reply All | Forward | IM | More | Move | Rules | OneNote | Actions | Mark Unread | Categorize | Follow Up | Translate | Find | Related | Select | Zoom

Delete | Respond | Move | Tags | Editing | Zoom

Tue 25/02/2020 9:35 AM

s 47E(c)

Reminder – Invitation to complete survey - 2020 Australian Workplace Equality Index [SEC=UNCLASSIFIED]

[ALL LOCATIONS - AGD and AGS All Staff]; [Industrial Relations All Staff - External Contacts]

Colleagues

Please be reminded and encouraged to take up the opportunity to participate in this year's **Australian Workplace Equality Index (AWEI) survey**, before it **closes this Friday 6 March**. Thank you to all staff that have already taken time to complete the AWEI survey.

The AWEI is conducted by Pride in Diversity, and is a national benchmarking study of how Australian workplaces are tracking against key indicators for diversity and inclusion of our LGBTIQ colleagues. The AWEI survey is open to all departmental employees. Regardless of how you personally identify, I encourage you to participate in the survey.

Your participation will provide valuable feedback and data on how the department is tracking on LGBTIQ workplace inclusion, considering both what we're doing well and how we can improve.

The survey is anonymous and all answers provided will be treated **confidentially**.

If you have any questions, please contact s 47E(d)

s 47E(d), s
PRIDE Champion

Attachment AB – Cth PRIDE Champions catch up

Attachment AC - UPDATES LGBTIQ+ Inclusion training

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g.gov.au/About-us/Committees-and-councils/Pages/Diversity-Council.aspx

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Page ▼   Safety ▼

People and places   Forms   Corporate Connect   News and community

You are here: Home > About us > Committees and councils > Diversity Council

Committees and councils

Executive Board

Senior Management Committee

Health and Safety Committee

Workplace Relations Committee

Audit and Risk Management Committee

Diversity Council

Diversity Committee

Council of Attorneys-General

Strategic Operations Steering Committee

Diversity Council

The Diversity Council is responsible for articulating the vision for an inclusive workplace and setting strategic direction for diversity within the department.

Membership and attendance

Members of the Diversity Council are:

The Secretary (Chair) and Celebrating Ability co-Champion	Chris Moraitis PSM
Celebrating Ability co-Champion	s 47E(d)
Indigenous Champion	
Women's Champion	
PRIDE in AGD Champion	
Culturally and Linguistically Diverse Champion	
Australian Government Solicitor	Michael Kingston
Deputy Secretary, Industrial Relations Group	Martin Hehir
AGD Chief Operating Officer	Helen Daniels
AGS Chief Operating Officer	Louise Vardanega
Assistant Secretary, Human Resources	Michelle Norris

Back to top

Terms of Reference

• Diversity Council—Terms of Reference (CM)

Back to top

ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT	ADVANCED
34. Executive Advocacy	**2 points**

Within the assessed calendar year, Senior Executive(s) within our organisation have:

    a)   advocated for LGBTQ inclusion at an executive level *externally* amongst peers

    b)   advocated for LGBTQ inclusion at an executive level *internally* amongst peers; or

    c)   attended at least two of the Pride in Diversity Executive Allies Forums within the assessed year

Please provide evidence for one of the above.

If you can provide evidence for two or more of the above, please add the additional item/s to the ADDITIONAL WORK section at the end of this submission.

Attachment AB - *Cth PRIDE Champions catch up*

ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT	ADVANCED
35. CEO or Equivalent Communications	**2 points**

Within the assessed calendar year, our CEO or equivalent has sent formal communications to all employees comprehensively discussing progress made in LGBTQ inclusion work and its importance to the organisation. This may be CEO communications prioritised on intranet pages or within a CEO newsletter (beyond social media, award announcements only).

Please provide the most comprehensive communication sent out by your CEO (or equivalent) to all employees in regard to your work in LGBTQ inclusion.

Nil evidence provided.

ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT	ADVANCED
36. CEO or Equivalent Speaking at Events	**2 points**

Our CEO or equivalent has spoken at LGBTQ events held by our organisation, either internally or externally.

For full points, all of the following must be provided:

    (a)   evidence of the individual speaking at the event and approximate duration of speech

    (b)   brief outline of event purpose and typical audience

    (c)   approximate attendee numbers

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Nil evidence provided.

SECTION 7: DATA COLLECTION & REPORTING

ANNUAL SUBMISSION: 2020 DATA COLLECTION & REPORTING	INTERMEDIATE
37. Employee Data Analysis	Max. 3 points

Within our annual engagement, pulse or diversity surveys, either for the assessed calendar year or year prior, we have:
   a) included questions in regard to one's sexual orientation, gender identity or whether or not someone is intersex, AND
   b) analysed and reported on LGBTQ engagement data alongside other diversity demographics or overall population statistics

For full points, please provide:
   a) *details of when that data was last collected*
   b) *a copy of the questions used to identify LGBTQ population*
   c) *an overview of comparative findings or analysis as compared to other internal populations*

Attachment AC – INPUT BY COB 11/3/2021: 2021 AWEI submission

Attachment AD – Census Data for 2021 AWEI submission

ANNUAL SUBMISSION: 2020 DATA COLLECTION & REPORTING	ADVANCED
38. LGBTQ Analysis	3 points

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Within the assessed calendar year (or year prior), we have specifically asked, investigated or assessed _one_ of the following:

- if LGBTQ employees are directly or indirectly disadvantaged at any stage during the recruitment process
- if LGBTQ employees are directly or indirectly disadvantaged in talent management processes or career progression
- if there are discrepancies in attrition rates between LGBTQ and non-LGBTQ employees
- if within gender aggregated data, we include non-binary employees and if not a proposed plan of action
- if internal engagement or AWEI Survey data show any "most in need" areas to focus on, resulting in a plan of action

Please provide evidence for one of the above, including a plan of action where stipulated. Points will be given for one of the above.

If you have done work in more than one of the above areas within the assessed year, or year prior, please add such work to the ADDITIONAL WORK section at the end of this submission.

Nil evidence provided.

SECTION 8: COMMUNITY ENGAGEMENT

Please note: For this Submission, we will be accepting evidence only regarding one such event/instance for each question within this section, respectively (as opposed to two). If you have more than one example to evidence for the questions within this section, please _please add the additional item/s to the ADDITIONAL WORK section at the end of this submission._

ANNUAL SUBMISSION: 2020 COMMUNITY ENGAGEMENT	INTERMEDIATE
39. Employer Branded Participation at Community Events	2 points

Within the assessed calendar year, we held stalls at LGBTQ community events or participated in pride parades under our employer/company branding. (This may include online community events with _prominent_ employer branding.)

Note: This must be a targeted branding exercise, over and above employees wearing corporate t-shirts but not contributing formally to the event.

Please provide evidence of branding displayed at one such community event, including online community events.

Attachment AD - PRIDE in AGD partnering with Queer Screen - Mardi Gras Film Festival

ANNUAL SUBMISSION: 2020 COMMUNITY ENGAGEMENT	INTERMEDIATE
40. Pro-Bono or Financial Support: LGBTQ Charities/Organisations	2 points

Throughout the assessed calendar year, we have provided pro-bono or financial support to LGBTQ charities/community groups. (This includes sponsorships of events, publications or pro-bono accommodation/venue support. Fundraising is covered in Q41.)

Please provide evidence of one such instance.

We did not provide pro bono legal support to any specific LGTBI Community Legal Centres (CLC's)/organisation.
However, we do support CLCs whose clients include those from the LGTBI communities but we are not be able to say what percentage of the clientele of those CLC's fall within that the LGTBI group.

ANNUAL SUBMISSION: 2020 COMMUNITY ENGAGEMENT	INTERMEDIATE
41. Fundraising	2 points

Throughout the assessed calendar year, we have engaged in fundraising for LGBTQ charities / communities / groups. (This may include the support of any LGBTQ charity groups within workplace giving programs.)

Please provide evidence of one such instance. (This can be a letter of appreciation, certificate, receipts or confirmation of funds raised issued by the charity/group.)

Specific details on fundraising including amounts raised to be provided following submission. I was not able to collect this information prior to the submission deadline. We hope this can still be considered as part of this submission.

SECTION 9: SURVEY

ANNUAL SUBMISSION: OPTIONAL SURVEY PARTICIPATION	OPTIONAL
42. Survey Participation	2 points

☒ We are participating in the 2021 AWEI Survey. *Please note:*
- *Partial points will not be given. Full points will only be obtained for the following:*
  - *Medium Employers (501 – 2000 employees): if 50 or more survey responses are collected*
  - *Large Employers (2001 – 8000 employees): if 100 or more survey responses are collected*
  - *Significant Employers (8001 or more employees): if 200 or more survey responses are collected*

Please note: the more respondents you have, the more substantial data you will receive. The purpose of the AWEI Survey is to provide you with significant information on the impact of your inclusion initiatives and allow you to benchmark against the national dataset.

SECTION 10: ADDITIONAL WORK

This section allows you to describe and provide evidence for any additional work completed throughout the assessed calendar year:

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(a) that has not already been included within this index submission

(b) that you believe is significantly over and above what a particular question or index topic is looking for

- **IMPORTANT: PLEASE COMBINE ALL RELATED INDEX WORK INTO ONE ROW.** For example, if you wish to claim for signficiant training, list all LGBTQ training within one row under the Item Name of "Training." Only 1 point is available for all work pertaining to a particular topic/area – PLEASE do not split similar areas of index activity over multiple rows.

- Please add additional rows regarding different areas of work, as necessary. *Note: A maximum of 15 points (15 items) may be obtained in this section. Should you submit more than this, you will still only be eligible for the same Maxmum points.*

ANNUAL SUBMISSION: ADDITIONAL WORK 43. ADDITIONAL WORK	ADDITIONAL Max. 15 points
Item Name: *[Question No. or Item Name Here]* *If referencing significant work over and above in relation to one of the questions or topics within the index, please state question number or index topic here and then provide evidence to the right.* *If you have new work, the topic of which is not covered within the index, please add an appropriate heading here and then provide evidence to the right.*	Development of Gender Affirmation Policy During 2020, the PRIDE in AGD Network commenced consultation in support of the development of a departmental Gender Affirmation Policy. This will continue to be a key focus for the network during 2021, with a proposed launch in late 2021. See evidence of the work during 2020 at **Attachment AE.** PRIDE in AGD (and at home) Newsletter – See **Attachment's AF through AL.** **Additional evidence of activity during 2020 from the PRIDE in AGD Network. This has not been tied to specific Index questions due to running out of time to complete our submission.** **Attachment AM – PRIDE Inclusive language guide and reminder for PRIDE Committee applications** **Attachment AN – Invitation to complete survey – 2020 Australian Workplace Equality Index** **Attachment AO – PRIDE: Staying connected and some support options** **Attachment AP – PRIDE: #ImHereForYou – LGBTI Domestic Violence Awareness Day** **Attachment AQ – PRIDE: Queer Love In this Saturday night** **Attachment AR – PRIDE in AGD presents IDAHOBIT with Jordan Raskopoulos (portfolio invitation)** **Attachment AS – PRIDE Committee: Call for nominations** **Attachment AT – PRIDE in AGD Committee – election update** **Attachment AU – Call for Volunteers – Panel Event for Mental Health Week 2020** **Attachment AV – RE: New Working Arrangements Internal Audit – PRIDE Network Discussion** **Attachment AW - 2021 AWEI - Survey on Flexible Work at AGD** **Attachment AX - 2021 AWEI - Graduate Data Network survey on the recruitment and retention of LGBTIQA+ people across the APS** **Attachment AY - RE: APS Pride Networks contact list | due COB Friday 9 October**

	Attachment AZ - RE: Participation in a mental health capability project workshop Attachment BA - 2021 AWEI - Grad Major Project - Seeking input from PRIDE Attachment BB - 2021 AWEI - AGD Social Club Newsletter - Issue 05 2020 Attachment BC - RE: PRIDE: Meeting with s 47E(

AWEI 2021 SUBMISSION DATES

We can accept AWEI submissions between Monday 4th January – 5pm Friday 12th March 2021 (or midnight Saturday 13th March 2021 for large file transfer URL).

- No later than 5pm, Friday 12th March 2021 for hand-delivered, couriered or mailed submissions (hard copies, USB, etc).
- Deadline for large file transfer program URL (including but not limited to Dropbox, Google Docs, Parcel Post, SharePoint or any other internally approved large file transfer system) midnight Saturday 13th March 2021

- Important: *File attachments within emails will not be accepted. Pride in Diversity will take no responsibility for attachments sent via email.*
- All file transfers and access to various systems must be sent to AWEI@prideindiversity.com.au; with a copy to s 47F(1)

IMPORTANT INFORMATION FOR SUBMITTERS

Please ensure that you have signed up to the following newsletter – this will ensure that you receive all relevant information and updates in terms of the up and coming AWEI period. Click here to sign up or go to: http://eepurl.com/tT7yf

OPTIONAL AWEI EMPLOYEE SURVEY

Participating in the AWEI optional Survey? You will be able to request your unique survey URL as of 1st December 2020. You will receive this link when the survey goes live on Monday 4th January 201 and will remain open until the close of submissions on Friday 12th March 2021.

Participation in the survey allows you to balance the results of your AWEI with the views and lived experiences of your employees. While survey data is linked to your organisation enabling us to provide you with a comprehensive high-level analysis of responses, individual respondent data is not collected

INDIVIDUAL AWARD NOMINATIONS

Please consider nominating your colleagues, networks, etc. for an LGBTQ Inclusion Award. Award categories can be found within the Participation Details of this Submission or on the AWEI website: http://www.pid-awei.com.au/submission-documents/