

Our Senior Executives are proud champions of LGBTI+ inclusion in the ATO and across the wider community. Our Senior Executives leverage a range of platforms to showcase their advocacy for LGBTI+ inclusion outside of the organisation. A key platform that they choose to leverage is their far-reaching networks on LinkedIn.

- Deputy Commissioner, § 47E (refer AS_S6_34a).
- Assistant Commissioner, § 47F (refer AS_S6_34b).
- Deputy Commissioner, § 47E (refer AS_S6_34c).
- Assistant Commissioner, 47E(d) (refer AS_S6_34d).

ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT

**ADVANCED
2 points**

35. CEO or Equivalent Communications

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.

The ATO Commissioner writes a weekly column to address all staff. In the edition leading up to the 2020 Wear it Purple Day, the Commissioner promoted this significant day, highlighting our support for our LGBTI+ colleagues and our strong commitment to building a workplace that's both inclusive and diverse (refer AS_S6_35a).

ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT

**ADVANCED
2 points**

36. CEO or Equivalent Speaking at Events

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:

- evidence of the individual speaking at the event and approximate duration of speech*
- brief outline of event purpose and typical audience*
- approximate attendee numbers*

At our Wear It Purple Day, we had over 300 participants at our online event. The Commissioner recorded a short video which was screened at the beginning of the event highlighting the importance of inclusion at the ATO (refer AS_S6_36a). The recording was available to all staff after the session.

- Webinar and Transcript - Wear it Purple 2020:
<https://publish.viostream.com/play/nixx79jn6q1ooz>

Commissioner Chris Jordan – Guest Opening Speaker.

“Hi, everyone, and welcome to our Wear it Purple event for 2020. Unfortunately, I couldn't attend the live session, but I wanted to make sure I voice my support for this important day. At the ATO, we are committed to building a workplace that's inclusive and diverse. Wearing something purple is a simple but meaningful way we can show our support for our LGBTI+ colleagues. This year's theme is 'We are the change'. And it's a great reminder that all of us are custodians of our culture. We are all responsible for making sure everyone feels welcome and valued at work. I want to thank the ATOMIC network for hosting today's event and for the great work they do throughout the year.

Today they welcome a new network champion, Assistant Commissioner S 47F [REDACTED] is a passionate supporter of diversity in the workplace. And I know he'll do a fantastic job championing ATOMIC's many initiatives and events. You'll all get the chance to hear from him today. Thanks, everyone, and enjoy the rest of the presentation”.

SECTION 7: DATA COLLECTION & REPORTING

ANNUAL SUBMISSION: 2020 DATA COLLECTION & REPORTING

INTERMEDIATE
Max. 3 points

37. Employee Data Analysis

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

For this question, we are using data from the 2019 calendar year as guided by the question above. We have recently obtained access to 2020 data and we are still in the process of analysing these preliminary insights (refer AS_S7_37c). The 2020 Census survey was delayed in 2020 due to COVID-19 and related ATO government deliverables (JobKeeper). The Census was released to all staff for completion in October 2020 and these results were shared with the Workplace Diversity team in February 2021.

Each year, the APS Census collects data on the number of people that identify as LGBTI+. This was introduced into the APS Census in 2017. In May 2019, the APS conducted the 2019 annual census survey and asked participants whether they identified as LGBTI+.

The question asked in Census: 'Do you identify as Lesbian, Gay, Bisexual, Trans, and/or Intersex (LGBTI+)? (refer AS_S7_37a).

Comparative findings since 2017 shows that overall engagement levels* for individuals who answered YES to 'Do you identify as Lesbian, Gay, Bisexual, Trans, and/or Intersex (LGBTI+)?' has slightly increased compared to those who answered No or preferred not to answer (refer to AS_S7_37b).

*Engagement relates to overall job, team, supervisor and agency engagement which is determined by a series of questions.

ANNUAL SUBMISSION: 2020 DATA COLLECTION & REPORTING

**ADVANCED
3 points**

38. LGBTQ Analysis

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.

Gender Aggregated Data

In the ATO, our gender details (source for data) for our employees is held in the Equity and Diversity tile that is located in our 'mySAP' human resource platform (refer AS_S7_38a). The gender options available in the Equity and Diversity tile currently includes 'Female', 'Male' and 'X'. These fields are updated during the onboarding period or on the occasion the employee affirms their gender.

The Equity and Diversity “tile” has been created within mySAP to extract aggregated data to meet the Australian Public Service workforce data guidelines. This data feeds into the APS Employment Database (refer AS_S7_38b). In our internal Workforce Analytics platforms, our applications point to this field to generate aggregated gender data for all three options (refer AS_S7_38c).

In 2020, the Workplace Diversity team investigated the quality of workforce metrics on the Equity and Diversity tile to reflect best practice inclusion guided by Pride in Diversity. We discovered that there was a need to enhance our metrics to ensure we meet the needs of our diverse workforce.

We have developed the following high-level plan of action, which we are still progressing;

1. Review sources of workforce data in IT systems for gender and LGBTI+ demographic related questions.
2. Identify gaps in workforce data and develop recommendations to eliminate barriers to inclusion for gender and LGBTI+ cohort.
3. Update Equity and Diversity tile to include LGBTI+ indicator for staff to voluntarily self-identify (refer AS_S7_38d).

4. Partner with IT to update our current gender fields to be more inclusive of intersex, trans and gender diverse employees. Refer to new ABS Standard for Sex, Gender, Variations of Sex Characteristics and Sexual Orientation Variables
 - a. 47E(d) (Workplace Diversity) and IT have identified that HR system must be designed to feed into the APSCs data reporting requirements.
 - b. 47E(d) and IT are currently scoping opportunities to expand functionality of tile to include more options without connecting to the APSC database. Including free text option.
 - i. Changes to be explored with Workforce Analytics to ensure current platforms extract appropriate insights.
5. Engage with APSC to determine medium-term strategy to update gender reporting requirements. Leverage ABS changes in policy and scope links to impending Gender Equality Strategy.
6. Pilot with other APS agencies refresh of aggregate data source and seek insights to influence APSC for change.

NOTE: On 1 July 2016, the APSC began recording a third gender category in the APS Employment Database. This category encompasses APS employees who do not identify as male or female. For the purposes of APS data collection, this third gender category is referred to as 'X'. This collection approach aligns with the Australian Government Guidelines on the Recognition of Sex and Gender which require non-binary gender identity to be reflected in government records.

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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 39. Employer Branded Participation at Community Events	INTERMEDIATE 2 points
<p>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.)</p> <p>Note: This must be a targeted branding exercise, over and above employees wearing corporate t-shirts but not contributing formally to the event.</p> <p><i>Please provide evidence of branding displayed at one such community event, including online community events.</i></p>	
<p>Each year, members of our ATOMIC Network participate in the Albury LGBTQI+ community event 'Border Pride Fair Day' to show their support of the LGBTQ community within the organisation and externally site (refer to AS_S8_39a). The ATOMIC Network members host stalls and display our agency branding at this community event.</p> <p>The Albury/Wodonga Pride fair was to be held on May 16 2020, to coincide with IDAHOBIT day. Funding and approvals had been secured to via the Workplace Diversity team, however due to COVID-19 restrictions, the event was cancelled. The Albury ATOMIC network had commenced advertising the event in the site (refer to AS_S8_39b).</p>	
ANNUAL SUBMISSION: 2020 COMMUNITY ENGAGEMENT 40. Pro-Bono or Financial Support: LGBTQ Charities/Organisations	INTERMEDIATE 2 points
<p>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.)</p> <p><i>Please provide evidence of one such instance.</i></p>	
<p>The ATO are proud sponsors of the Pride in Diversity Australian Workplace Equality Index Awards (refer AS_S8_40a) and in the 2020 year we were able to contribute a portion of our sponsorship as a donation to Pride in Diversity (refer AS_S8_40b).</p>	
ANNUAL SUBMISSION: 2020 COMMUNITY ENGAGEMENT 41. Fundraising	INTERMEDIATE 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.)

The ATO has a Workplace Giving Program that enables employees to donate to charities that participate in our program.

Minus18 is a charity that participates in this program and during the 2020 calendar year, staff of the ATO contributed \$3269 to the organisation (refer AS_S8_41a).

This charity remains in our Workplace Giving Program in 2021.

SECTION 9: SURVEY

ANNUAL SUBMISSION: OPTIONAL SURVEY PARTICIPATION

42. Survey Participation

OPTIONAL
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:

- (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 significant 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 Maximum points.**

ANNUAL SUBMISSION: ADDITIONAL WORK		ADDITIONAL
43. ADDITIONAL WORK		Max. 15 points
<p>Item Name: <i>[Question No. or Item Name Here]</i></p> <p><i>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.</i></p> <p><i>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.</i></p>	<p>Below are the annual submission themes and corresponding questions for our contribution to the additional work section of the index.</p> <p>Due to the volume of this work, please refer to AS_S10_43 for our submission information and corresponding evidence which has been listed in the attachments appendix. All items have been listed in order of the index sections and questions below.</p>	
AS 2: Strategy & Accountability	Q6: LGBTQ procurement policy Q8: LGBTQ inclusion promotion	
AS 3: LGBTIQ Employee Networks	Q16: Visibility of LGBTQ women (b) Q17: LGBTQ intersectionality Q19: Broader inclusion (b)	
AS 4: Visibility of Inclusion	Q20: Network reporting (b) Q21: Days of significance	
AS 5: Training Awareness & Professional Development	Q28: Face-to-face training Q29: Online training Q31: LGBTQ inclusion training plan	
AS 6: Executive Leadership & Engagement	Q34: Executive Advocacy (b)	

AS 7: Data Collection & Reporting	Q38: LGBTQ analysis
AS 8: Community Engagement	Q40 Pro-bono or financial support: LGBTQ charities/organisations
New Work	<ol style="list-style-type: none"> 1. LGBTI+ HR Indicator 2. ATO D&I Evaluation Survey 2020 3. 2024 D&I Strategy 4. Relationship Management 5. Dedicated LGBTI+ resources and support 6. AWEI Employee Survey 7: AWEI internal promotion 8. External ATOMIC promotion – industry event 9. ATOMIC Ally Resources 10. LGBTI+ communications and extra engagement activities

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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 dhough@acon.org.au

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/tT7vf>

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 2021 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-awe.com.au/submission-documents/>