

	<p>Business Bulletin Edition 17 22 May 2020 IDAHBOT Photos</p> <p>https://ausgovenvironment.sharepoint.com/sites/AWE-intranet/SitePages/Business-Bulletin-Edition-17.aspx</p>	
23 April – 23 May 2020 Ramadan	<ul style="list-style-type: none"> • Communications issued to all Pride Network and Culturally and Linguistically Diverse Network Members. 	
254 May 2020 Pansexual Visibility Day	<ul style="list-style-type: none"> • Intranet Page created • Communications issued to all Pride Network Members. 	
June 2020 World Pride Month	<ul style="list-style-type: none"> • Intranet Page created • Communications issued to all Pride Network Members. 	
14 July 2020 International Non-Binary Peoples Day	<ul style="list-style-type: none"> • Communications issued to all Pride Network Members • Offices held events • Intranet page created • Animated video created providing more detail about what non-binary means and emailed to all Pride Network Members. <p>Pride Network Intranet Page Article on s. 22(1)(a)(ii)</p> <p>Published on Pride Network Intranet Page.</p>	
24 August 2020 Fair Go, Sport	<ul style="list-style-type: none"> • Not recognised in 2020. • Article issued to Pride Network on Megan Schutt, one of Australia's top International Women 	Not recognized in 2020

	Cricketers.	
23 September 2020 Bi Visibility Day / International	<ul style="list-style-type: none"> Intranet Page created Communications issued to all Pride Network Members. 	

Department of Agriculture

6



Australian Government
Department of Agriculture,
Water and the Environment

Celebrate Bisexuality Day		
8 October 2020 International Lesbians Day	<ul style="list-style-type: none"> Intranet Page created Communications issued to all Pride Network Members. 	
26 October 2019 Intersex Day of Awareness	<ul style="list-style-type: none"> Intranet Page created Communications issued to all Pride Network Members. 	
25-31 October 2020 Asexual Awareness Week	<ul style="list-style-type: none"> Intranet Page created Communications issued to all Pride Network Members. 	
28 November 2020	<ul style="list-style-type: none"> Intranet Page created 	

Trans Day of Remembrance	<ul style="list-style-type: none"> Communications issued to all Pride Network Members. 	
1 December 2020 World Aids Day	<ul style="list-style-type: none"> Intranet Page created Communications issued to all Pride Network Members. 	
11-18 December 2020 Hanukkah	<ul style="list-style-type: none"> Communications issued to all Pride Network and Culturally and Linguistically Diverse Network Members. 	

Figure 45 – Extract from the LGBTIQ+ Pride network 2020 annual report, table of LGBTIQ+ Pride networking event details

Networking Opportunities

Region	Details Event	Status
Brisbane	Networking event held in conjunction with Wear It Purple Day.	📍
Canberra	Networking event held Thursday 10 September 2020. A quiz was conducted via Microsoft teams.	📍
Darwin	Networking event held in conjunction with Wear It Purple Day.	📍
Perth	Networking event held in conjunction with Wear It Purple Day.	📍
Sydney	Networking events held in conjunction with International Day Against Homophobia, Biphobia, Intersexism and Transphobia and Wear It Purple Day.	📍
Canberra	The LGBTIQ+ Pride Network had a team in the department's trivia competition.	📍

Polar Pride 2020

The inaugural Polar Pride day was celebrated by the Antarctic community around the world on 18 November 2020. The day coincides with the international day of LGBTIQ+ people in STEM (Science, Technology, Engineering and Mathematics) for 2020. Polar Pride aims to celebrate and support the diversity of everyone involved in Polar affairs.

Mr Matthew Williams is the Station Leader for Mawson research station.

- <https://www.facebook.com/AusAntarctic/posts/station-leader-matt-williams-at-mawson-research-station-in-antarctica-onlygayint/3264283946923266/>

Facebook

Antarctica.gov.au – post on 17 November 2020



Australian Government
 Department of Agriculture,
 Water and the Environment

- #polarpride

Twitter

Pride in Polar Research - @PridePolar

- #pridepolar
- #queerstem
- #prideinstem

Figure 46 – Extract from the LGBTIQ+ Pride network 2020 annual report of LGBTIQ+ communications to the department

LGBTIQ+ Communications

Throughout the year a number of LGBTIQ+ topics were shared across the network. Topics and communication have included:

- 25 February 2020 – List of LGBTIQ+ Events and Festivals across Australia
- 23 March 2020 – Lambda Liberty Awards – list of categories and finalists
- 25 March 2020 – Article about LGBTIQ wedding in New York (social distancing wedding)
- 29 May 2020 – Happy Ramadan
- 2 June 2020 – Pride Month
- 15 June 2020 – Australian Workplace Equality Index results
- 25 June 2020 – Article about Kenneth Felts (coming out at 90)
- 6 July 2020 - Lambda Liberty Awards – Winners
- 8 July 2020 – Griffon Gay Vultures
- 17 August 2020 – Additional communication on International Non-Binary Peoples Day
- 25 August 2020 – Article about Megan Schutt (International Cricketer)
- 25 August 2020 – Article about Wear It Purple – status update on Wear It Purple celebrations and videos
- 27 August 2020 – Training courses for LGBTIQ+ friendly workplaces
- 27 August 2020 – Pride Train UK
- 2 October 2020 – Gender Neutral B’ni Mitzvah
- 6 October 2020 - #ProudBoys
- 20 November 2020 - NAIDOC Week 2020 – Contemporary Dance by Leanord Mickelo, an Indigenous (and gender fluid) performer
- 23 November 2020 – Pantene (hair care) supporting LGBTIQ+ families
- 24 November 2020 – Chris Mosier – trans runner representing USA in duathlon
- 30 November 2020 - Laws to ban conversion practices introduced in Victorian Parliament
- 4 December 2020 – Polar Pride (18 November 2020)
- 10 December 2020 – Happy Hanukkah

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION

22. Visibility in the Workplace

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)

Figure 47 – Screenshots of ally staff email signature block and use of pronouns in staff signature block

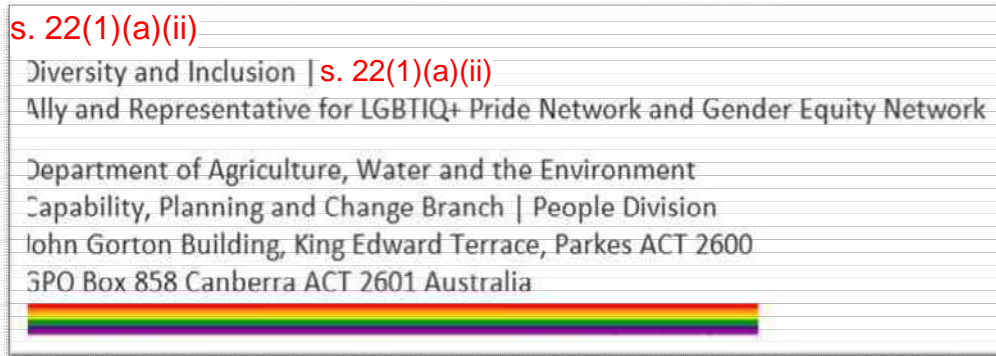


Figure 48 - Screenshot of LGBTIQ+ intranet page supporting LGBTIQ+ employees and extract of 'How to be an ally' page

Workplace Diversity

- Awards & Recognition >
- Conduct and behaviour >
- Enterprise agreements >
- Learning & Development >
- Leave >
- Manager support >
- New Starter orientation >
- Pay and conditions >
- Performance >
- Recruitment >
- Ways of working >
- Work health & safety >
- Workforce Planning >
- Worklife Balance >
- Workplace Diversity** v
- Disability >
- Aboriginal and Torres Strait Islander >
- Non-English Speaking >
- Inclusion Networks >

LGBTIQ+

Our commitment to diversity and inclusion applies to all employees, inclusion is everyone's responsibility. Our policies, procedures, guidelines and other instructional materials are designed to support all staff, including those who identify as LGBTIQ and their families (where families are included within the document).

On this page

- [AWEI Employee Survey](#)
- [Being LGBTIQ in the Department](#)
- [What does it mean to identify as LGBTIQ?](#)
- [What is Gender Diversity?](#)
- [Intersex employees](#)
- [Gender affirmation](#)
- [Coming out in the workplace or disclosure of LGBTIQ status](#)
- [How to be an ally](#)
- [Employee Assistance Program](#)
- [Pride Network](#)
- [Further advice](#)

Being LGBTIQ in the Department

We (the department) support all employees and the diversity each of us bring to the workplace, including those who identify as Lesbian, Gay, Bisexual, Trans, Intersex or Queer (LGBTIQ). We value the unique experiences our LGBTIQ employees bring to their place of work.

We recognise the individual challenges these employees face and aim to create an inclusive workplace where everyone can bring their authentic self to work.

Our [Inclusion Strategy 2019-2021](#) contains an LGBTIQ Action Plan. The action plan details how we will:

- Create a culture where all employees feel safe and included, irrespective of their sexual orientation, gender identity or intersex status
- Ensure our employees are free to be their authentic self, without the need to guard their conversations due to fear of bias, labels or discrimination.

In 2019 the department was awarded bronze status in the participate in the [Australian Workplace Equality Index \(AWEI\)](#), the national benchmark on LGBTIQ inclusion.

What does it mean to identify as LGBTIQ?

We use the acronym LGBTIQ, but other organisations or community groups may use a different collection of letters. Our LGBTIQ partner, [Pride in Diversity](#), have provided the below definitions of the six LGBTIQ identities:

Contacts

Diversity and Inclusion
Email: Diversity and Inclusion

Related Pages

- [LGBTIQ Pride Network](#)
- [Employee Assistance Program](#)
- [Workplace Diversity and Inclusion](#)

Related Documents

- [Australian Government Guidelines on the Recognition of Sex and Gender](#)
- [Inclusion Strategy 2019-2021](#)
- [Australian Workplace Equality Index \(AWEI\)](#)
- [Intersex Fact Sheet](#)
- [Let's Talk Gender](#)
- [Employers Guide to Intersex Inclusion](#)
- [Gender Affirmation Guidelines](#)
- [Trans*@Work Guidance for transitioning employees, managers and colleagues](#)
- [Ally poster](#)
- [Manager's Quick Guide to LGBTI Inclusion](#)
- [Count Me In Information for LGBTI allies](#)
- [LGBTIQ+ 2019 Work plan - Status Update](#)
- [LGBTIQ+ 2019 Work plan - Status](#)

How to be an Ally

An "ally" is a term used to describe someone who is supportive of LGBTIQ people. Allies are both people who identify and supporters of those who identify as LGBTIQ.

The following actions can help you become an LGBTIQ ally:

- Have an [Ally poster](#), postcard or sticker from your LGBTIQ employee network on your desk, on your whiteboard or office window.
- Discuss department inclusion initiatives at team meetings and invite people to take part.
- Quickly address any negative behaviour or commentary.
- Don't take part in derogatory jokes or banter.
- Seek resources to better understand the realities of being an LGBTIQ individual. If appropriate, ask your LGBTIQ team member what's important to them.

For more ways you can promote LGBTIQ inclusion in your workplace, see the Pride in Diversity [Quick Guide to LGBTI Inclusion](#).

The team at Pride in Diversity have also prepared the [Count Me In](#) information booklet for LGBTIQ allies in the workplace.

Figure 49 - I am an Ally PDF available for printing on department's intranet

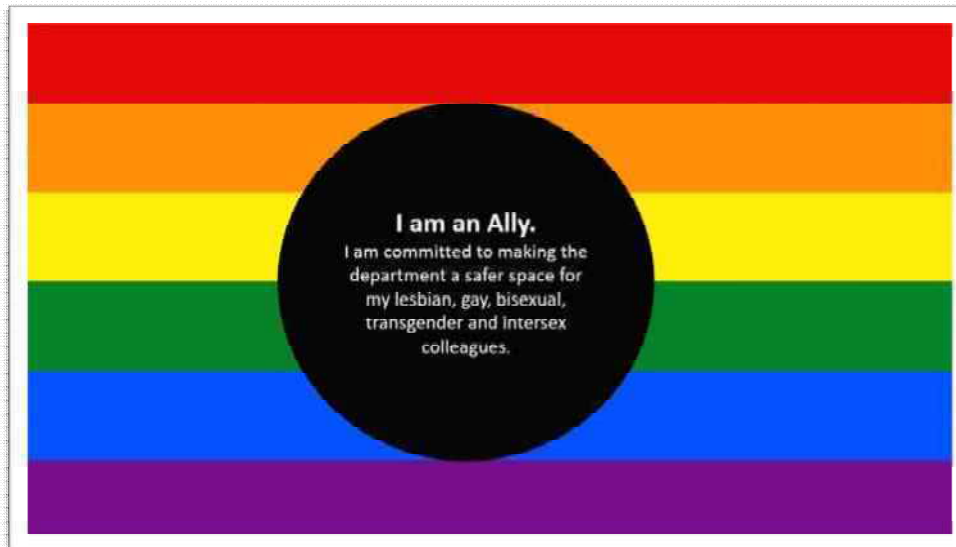
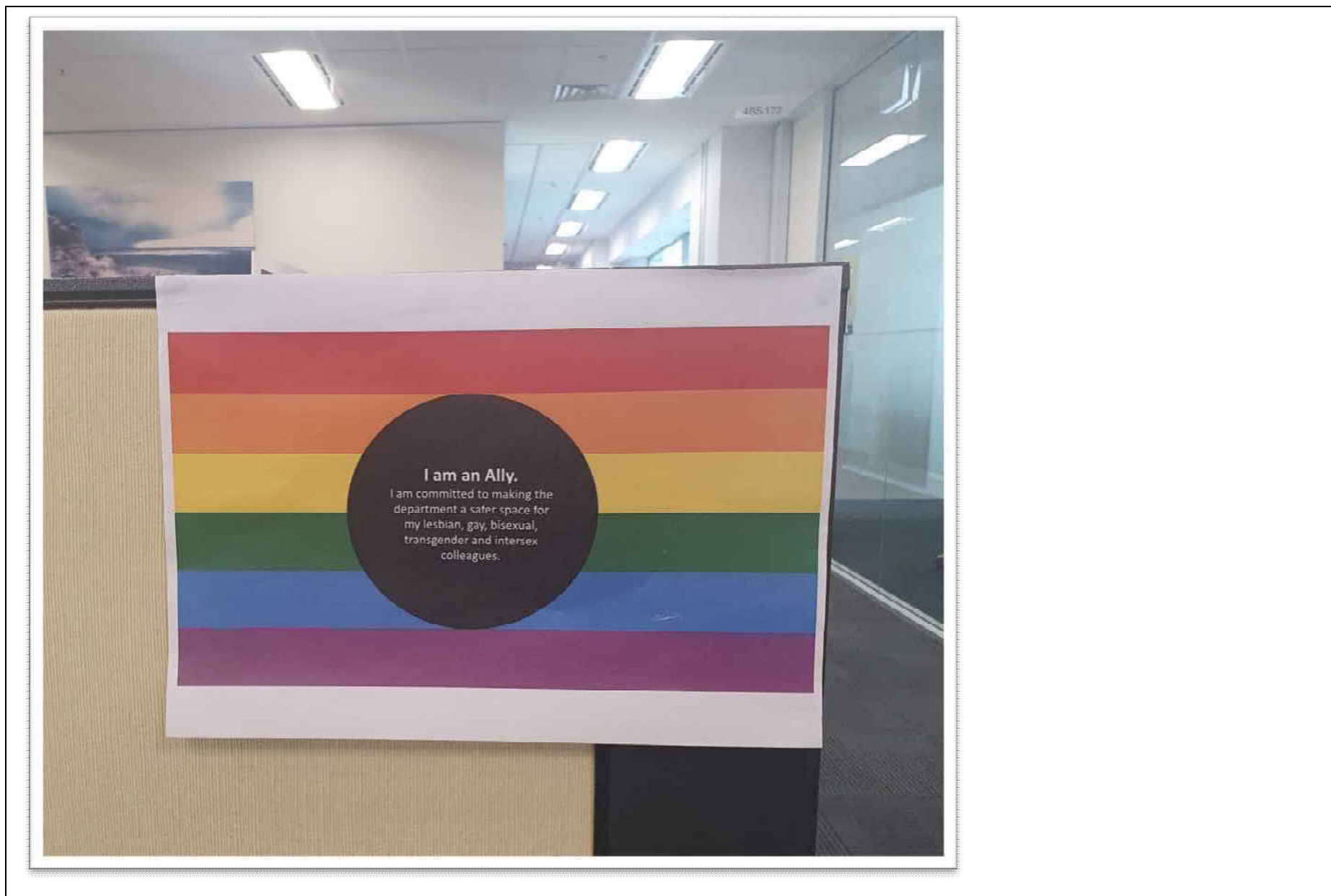


Figure 50 - Photos of staff lanyards with ally pins and ally posters on our staff desks







ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION

23. Ally / Champion Reference Guides

INTERMEDIATE

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

Our workforce has a strong presence of allies and we take pride in providing the right information and guidance on how to be an effective ally/ active champion in the workplace. Allies play a vital role in our workforce, supported by the Secretary’s video message on 27 August 2020 stating “We should all be allies for the LGBTIQ+ community”.

There are a number of resources available on our intranet which clearly communicates how the department and individuals can support our LGBTIQ+ colleagues as allies. The page also has a number of related documents and websites for employees to learn more. See screenshots below.

Figure 51 - Screenshot of LGBTIQ+ intranet page supporting LGBTIQ+ employees and extract of ‘How to be an ally’ page on this page

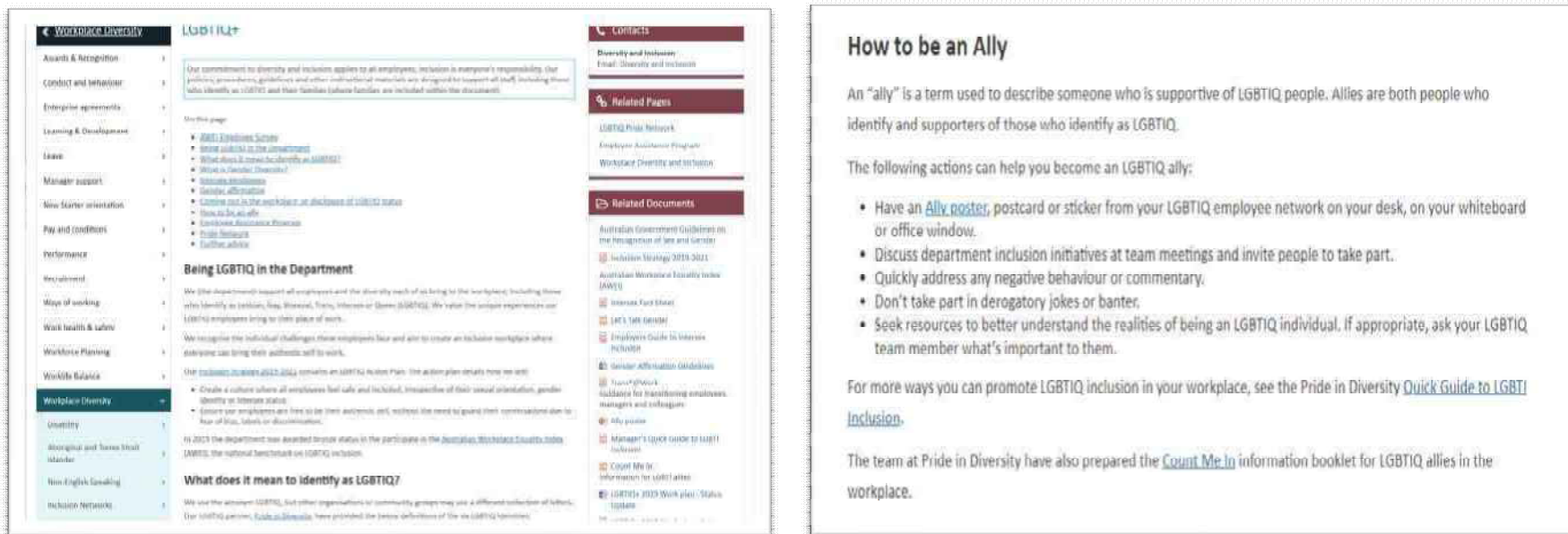


Figure 52 - Screenshot of department's intranet of 'Ally' search results

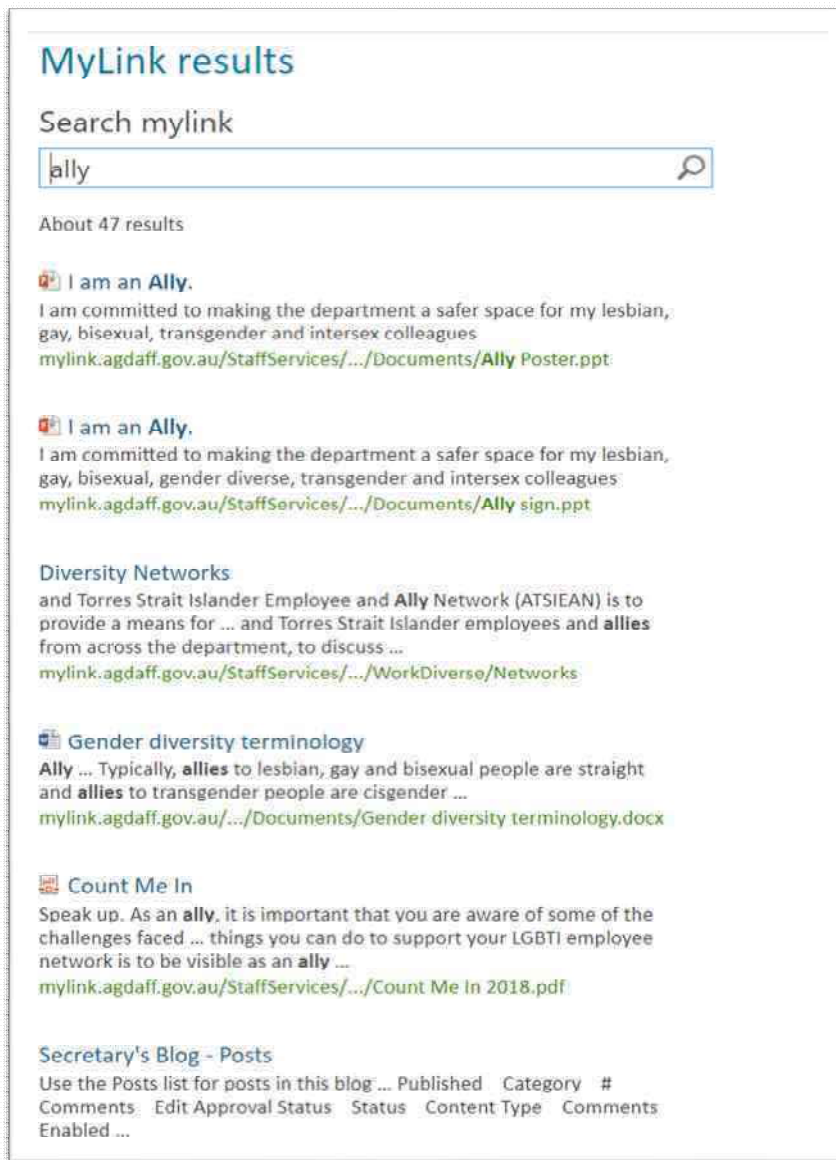


Figure 53 - I am an Ally PDF available for printing on department's intranet



5.7 Network Allies

An Ally is an employee who believes in workplace inclusion and is an active supporter of one or more of our inclusion networks. If you are a (non-identifying) Ally you will play a supporting role within the network to advocate for, promote and participate in network activities. The role of an Ally is to:

- Establish a visible network of allies to be agents of change
- Create a safe, nurturing, inclusive and affirming environment
- Build a support and advocacy network through education
- Participate in social gatherings and other awareness-raising events
- Reflecting on personal beliefs and developing self-awareness of your attitudes and commitment to diversity in the community
- Developing a better understanding of diversity group issues through community, history and available resources to better fulfil your support and advocacy roles
- Providing a safe place to talk for members of the network who seek your support, empathy, friendship and information, while maintaining confidentiality
- Working within and openly supporting existing policies and practices that bring equity to the diverse community
- Attending development sessions and actively seeking to expand your own knowledge and understanding of various issues concerning inclusion networks.

Figure 54 - Extract from Intersex for allies



Being an ally to intersex people

- Be clear in your language and frame of reference. Intersex is about sex characteristics. It is distinct from legal sex, sexual orientation and gender identity.
- Adopt the 2017 Darlington Statement by Australian and NZ intersex organisations and advocates.

Body autonomy and despathologisation

- Many medical papers on people with intersex variations explicitly identify fears of stigma, gender identity issues and non-heterosexual behaviours as reasons for medical interventions.
- Ally with our call to prohibit harmful practices on infants, children and adolescents with intersex variations.
- Challenge body shaming and the elimination of intersex traits via RRF.
- Support intersex inclusion in human rights and health initiatives.

Anti-discrimination

- Intersex people face discrimination in healthcare, education, employment, and other services, often due to physical characteristics, developmental issues, or assumptions about our identities.
- Include measures to combat stigma in healthcare, education, employment, diversity and inclusion, and anti-bullying policies.

Forms and surveys

- Consider whether and where your organisation needs to collect data on sex, gender and title.
- Recognise the heterogeneity of intersex people. Recognise that intersex and non-intersex people alike benefit from E, M, X and multiple options.
- Find more information at ihra.org.au/forms

Full participation

- Put people with intersex variations and intersex-led organisations front and centre when talking about intersex.

Resources

Framework documents

- Darlington Statement (Australia, Aotearoa/NZ) darlington.org.au/statement
- Yogyakarta Principles plus 10 yogyakartaprinciples.org/yp+10

Non-fiction

- *Fixing Sex: Intersex, Medical Authority and Lived Experience* by Katrina Karkazis
- *The Legal Status of Intersex Persons* by Jessa Sherpe, Anmol Dutta and Tobias Helms (eds)
- *Critical Intersex* by Morgan Holmes (ed)
- *Raising Rosie: Our Story of Parenting an Intersex Child* by Stephani Lohman, Eric Lohman and Georgiann Davis

Fiction

- *Golden Boy: A Novel* by Abigail Tarttalin
- *None of the Above* by JW Gregorio

Documentaries

- *Orchids: My Intersex Adventure* (2017)
- *Intersexion* (2012)
- *XOXY* (2008)

People, training, information and support

- Intersex Human Rights Australia ihra.org.au
- AIS Support Group aissga.org.au

ihra
Intersex Human Rights Australia
ihra.org.au
[facebook.com/intersexaus](https://www.facebook.com/intersexaus)
[twitter @intersexaus](https://twitter.com/intersexaus)
IHRA 2018 (2018-04)
Acknowledgements and resources: ihra.org.au/allies



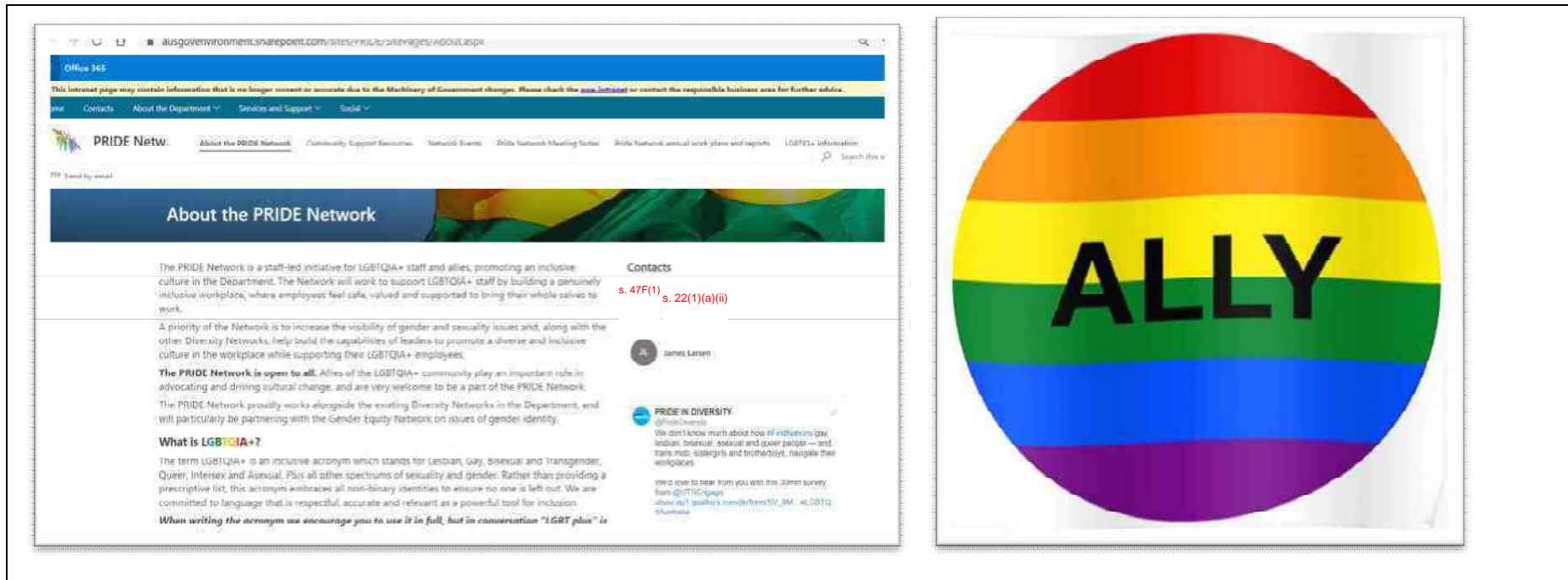
Calling Out and Calling In
Gender and Sex Diversity Resource

4. Establishing the Network Leadership Group

Each network will be comprised of the following Network Leadership Group (NLG). The term of an NLG role is annual.



- Allies**
- Champion**
Deputy Secretary / First Assistant Secretary
- Co-Champion**
First Assistant Secretary / Assistant Secretary / High performing EL2
- Chair / Regional Chair**
Network Elected
- Deputy-Chair**
Network Elected
- Secretariat**
Network Elected




ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION 24. Individual LGBTQ Inclusion Work Recognition	INTERMEDIATE 2 points
<p>Leadership has formally recognised and communicated the work of employee/s across the organisation, regarding their <u>internal</u> contribution in LGBTQ inclusion within the workplace.</p> <p>Note: This excludes PiD communications around AWEI Awards – but can include your leadership’s formal <u>internal</u> recognition of the contribution made by employees.</p> <p><i>Please provide evidence.</i></p> <p>Submission Evidence:</p> <p>AQ24 – Publications from leadership throughout the year</p> <p>Figure 55 – Secretary’s announcement for the Secretary’s Award for Inclusion, published on the department’s intranet</p>	

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AWE-intranet

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[News and events](#)
[Tools and Systems](#)



Celebrating outstanding achievements

s. 22(1)(a)(ii)

At the end of January we celebrated some of our outstanding achievements at the department's Secretary and Australia Day Awards ceremony for previous Department of Agriculture employees.

These awards recognised the incredible work of our colleagues in a wide range of areas:

s. 22(1)(a)(ii) who helped organise the Llewellyn Hall event in Canberra, highlighted the importance of celebrating our achievements:

'I love being involved in events that really showcase the amazing people we have working in our department,' said s. 22(1)(a)(i)

'Seeing our colleagues recognised in this way is a fantastic reminder of the extraordinary work that we deliver, and the amazing people who make it happen.'

The ceremony at Llewellyn Hall saw 12 Australia Day Awards and 17 Secretary Awards presented to staff in Canberra and across our regions, recognising the efforts of both cross-divisional groups and individuals from a range business areas.

You can read full details of all awards presented below the event images.

Secretary and Australia Day Awards Winners 2020

On **Thursday, 30 January 2020** colleagues under the previous Department of Agriculture received Secretary Awards and Australia Day Awards for their outstanding contributions to the department.

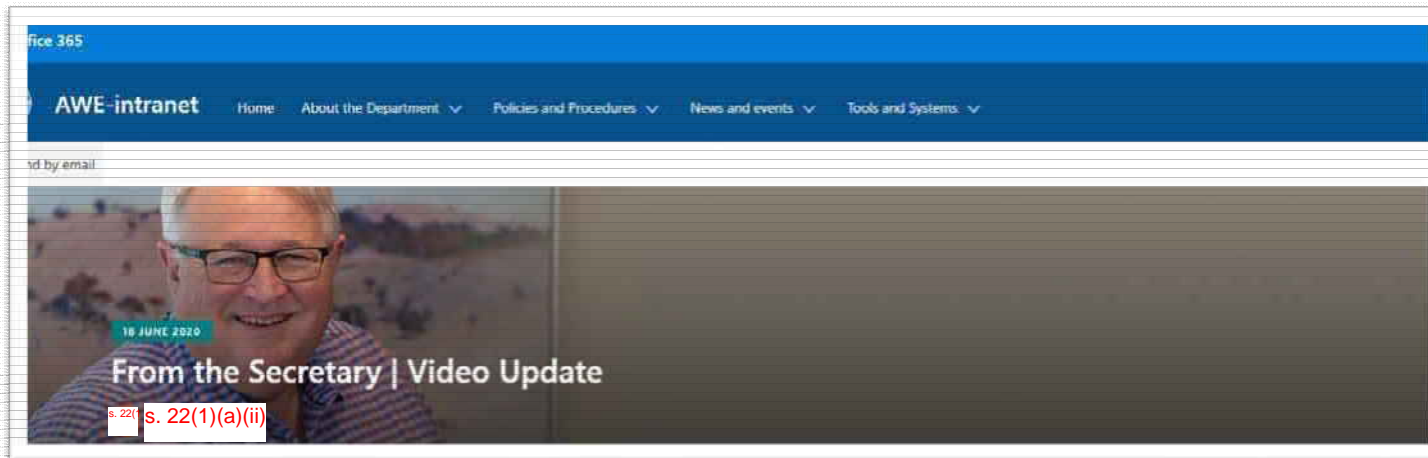
- **Secretary Awards** - recognise individuals and small teams who have made a significant contribution to our department during 2019 across five award categories: achievement, collaboration, innovation, inclusion, and health and safety.
- **Australia Day Awards** - the Executive endorsed a small number of nominations to receive the prestigious Australia Day Award in recognition of individuals and small teams who displayed an exceptional contribution to our department during 2019.

2020 Secretary Awards

Recipients for the 2020 Secretary Awards for Inclusion were:

- s. 22(1)(a)(ii) in recognition for consistently inspiring and motivating us to build a connected workplace and inclusive culture.
- s. 22(1)(a)(ii) in recognition for consistently demonstrating dedication to improving the department’s inclusive culture in practical ways.
- s. 22(1)(a)(ii) in recognition for promoting the Pride Network and LGBTI inclusion in practical and effective ways.
- s. 22(1)(a)(ii) in recognition of your dedication to creating cultural safety in the workplace and improving cultural awareness and inclusion.

Figure 56 – Secretary’s video message transcript thanking staff who contributed to the 2020 AWEI submission, and those who make the effort to ensure we are genuinely an inclusive and diverse workforce.



Transcript

Well hello colleagues and welcome to this week's video.

We received some great news this week, and that's that we have now received the gold standard in the Australian Workplace Equality Index or 'AWEI,' which is the definitive national benchmark on LGBTIQ workplace inclusion. It's a very timely announcement given that June is Pride Month.

Having a diverse and inclusive workplace is the right thing to do, but it benefits all of us as well.

It benefits all of our people because it makes everyone feel welcome and valued in the workplace, it allows people to give their very best because they feel included and supported.

It benefits our whole department because as an employer of choice we then attract and retain the best possible people, the most talented people, who are happy and productive at work.

And it benefits the communities that we serve and that we're a part of because it means that we are reflective of wider community values and standards.

I'm proud to lead our department that holds these values so strongly.

Our pride networks across both former departments achieved great things, including introducing inclusive policies and guidelines to support all employees, offering LGBTIQ training and making allyship more visible in the workplace by sharing rainbow lanyards, through pronoun and ally pins, and ally signs to display at workstations.

Our networks hosted celebrations for many days of significance, including Pride Month, Wear it Purple Day and IDAHOBIT. And IDAHOBIT, the International Day Against Homophobia, Biphobia, Interphobia and Transphobia, was just last month and it was marked, in a physically distant way, by our colleagues in many different ways in many different workplaces. [\[Read the In AWE article\]](#)

Our gold 'AWEI' status applies to all of our department and it will continue to be reflected in our developing policies and programs in this area, it's important that we build on the work of the past and continue to create a truly diverse and inclusive workplace.

As many of you are aware, we're in the process of reviewing our diversity networks. We recently ran an online survey and held a number of workshops to give everyone the opportunity to discuss the role and purpose of our diversity networks in our new integrated department.

From what I hear, the feedback has been very positive and it's clear that many people are highly interested in participating in our networks and are passionate about inclusion. Our Diversity and Inclusion team is now going through all this feedback and they'll be recommending a way forward for diversity networks in our new integrated department.

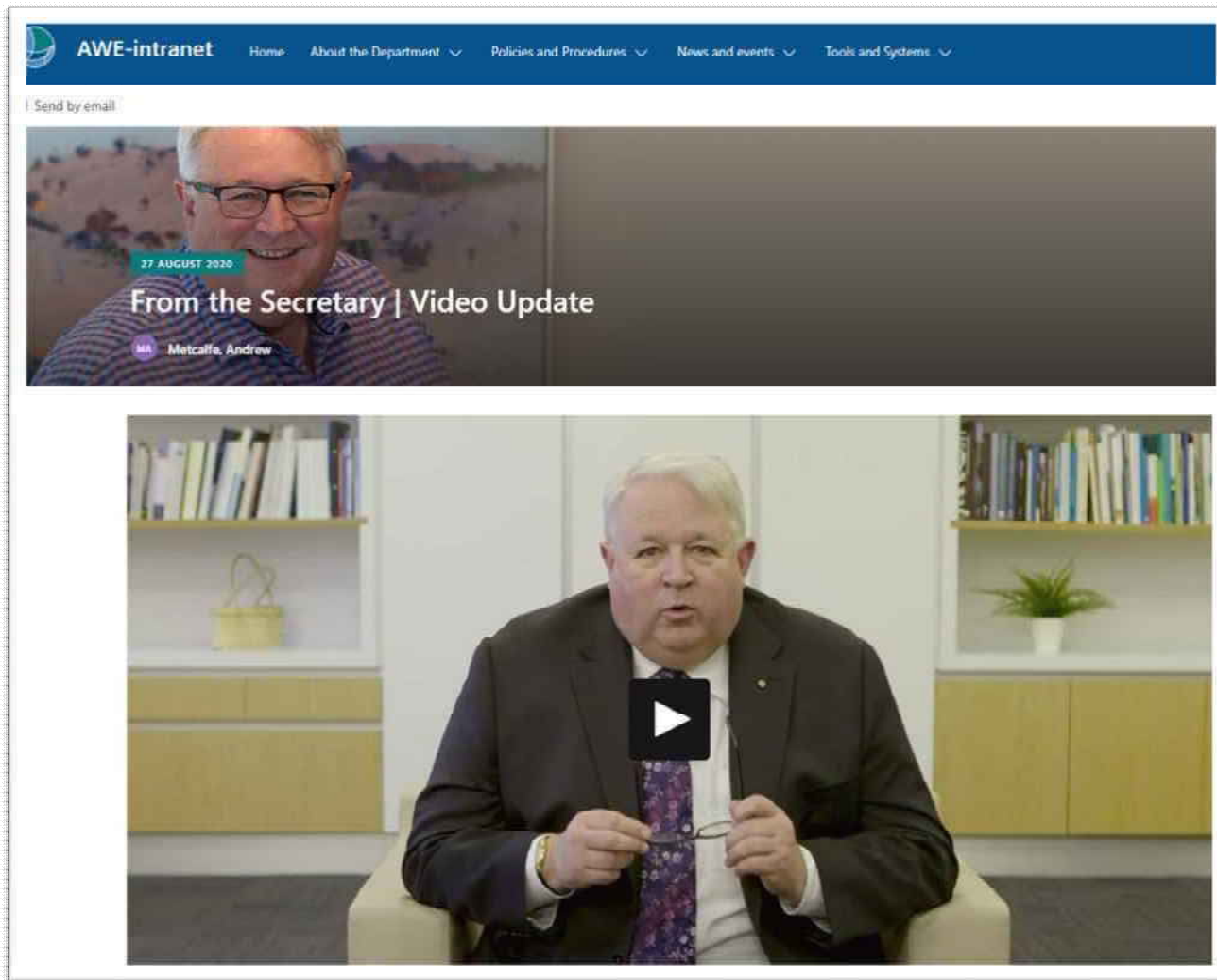
So I look forward to sharing with you further updates as that work progresses, and also to participating in some of our diversity events when they're back up and running.

So colleagues, thank you to each and every one of you who's contributed in some way to this significant achievement. And thank you to everyone who makes the effort everyday to ensure that we are genuinely an inclusive and diverse network that supports everyone to do their very best.

Colleagues, until next week, please look after yourselves and look after you families, look after your teams and each other. Have a great week and

THANK YOU TO ALL OUR COLLEAGUES

Figure 57 – Secretary’s video message transcript recognising all staff for continually showing respect, promoting diversity and embracing the unique skills and qualities of staff, a testament to the diverse work we undertake.



Well hello colleagues,

Tomorrow is Wear It Purple Day, a world-wide celebration of pride and diversity. Building an integrated, inclusive and high-performing culture is one of our key departmental priorities, it's outlined in our purpose, objectives and priorities statement.

I want nothing less than for every single person in the department to feel valued and supported when they come to work, regardless of sexuality or gender identity. Having an inclusive workplace makes everyone feel comfortable to bring their authentic selves to work, and to contribute fully in the workplace.

Our efforts to provide an inclusive workplace for our LGBTIQ staff was recently recognised through the Australian Workplace Equality Index who awarded the department 'gold status', something that we should all be incredibly proud of. It's a great achievement, it shows that these are values held strongly by our people and our department.

Strengthening diversity and inclusion within our new department is essential to our future. We need a diversity of ideas and approaches in order to respond flexibly to changes in what's a very complex operating environment. Our Pride Network plays an important role in supporting workplace diversity and inclusion. It provides a forum for staff and allies to come together, to support one another, to share their experiences and to help build a workplace that openly values LGBTIQ employees. So if you're not already part of the network, you might like to consider joining. We should all be allies for the LGBTIQ community.

Unfortunately of course, we haven't been able to hold an event to celebrate Wear It Purple Day this year due to COVID-19. But instead, we've been celebrating by [sharing videos featuring our LGBTIQ staff and their allies](#) from across the department. I'm enjoying watching the videos and hearing firsthand from our colleagues about why diversity and inclusion is important to them.

Colleagues, I thank you all for continuing to show respect, promoting diversity and embracing the unique skills and qualities of all our staff.

And look speaking of interesting videos, soon you'll see the new department's 'Flagship video' which we're releasing to coincide with our Corporate Plan.

The video is testament to the diverse work that we as a department undertake, it showcases the critical role we play in fostering and enhancing the nation's agricultural, environmental, heritage and water resources sectors. It's something that you can show to your family and your friends and say in 2 or 3 minutes, that's what we do.

Finally colleagues, can I say that the news from Victoria is looking much more promising this week, with new infection numbers dropping. It's testimony to the wonderful efforts of the Victorian people, including many hundreds of our staff, in stopping the spread. But sadly of course, some people are still dying or getting very ill.

So colleagues, until next week, please look after yourselves, look after your families, look after your teams, look after each other.

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION **INTERMEDIATE**
2 points

25. Confidential Contacts

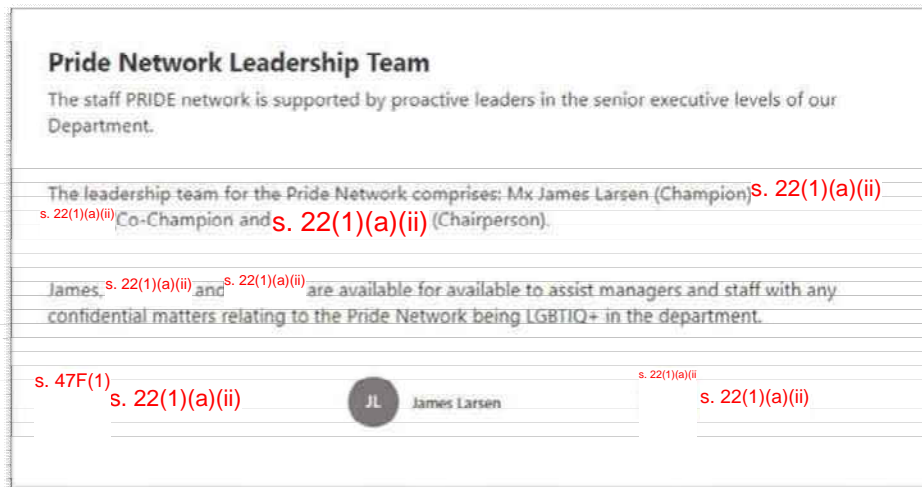
We have an LGBTQ intranet page that clearly identifies LGBTQ people or allies who can be contacted for a confidential and informal discussion regarding being an LGBTQ employee within the organisation. This is over and above any HR or grievance contacts and confidentiality must be assured.

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.

Our Network Leadership Group Champion, co-Champion and Chair can be contacted for a confidential discussion and are available for both staff and management.

Submission Evidence:

Figure 58 - Extract from the LGBTIQ+ Pride network intranet page



ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION

26. Communication of LGBTQ Support Information

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)

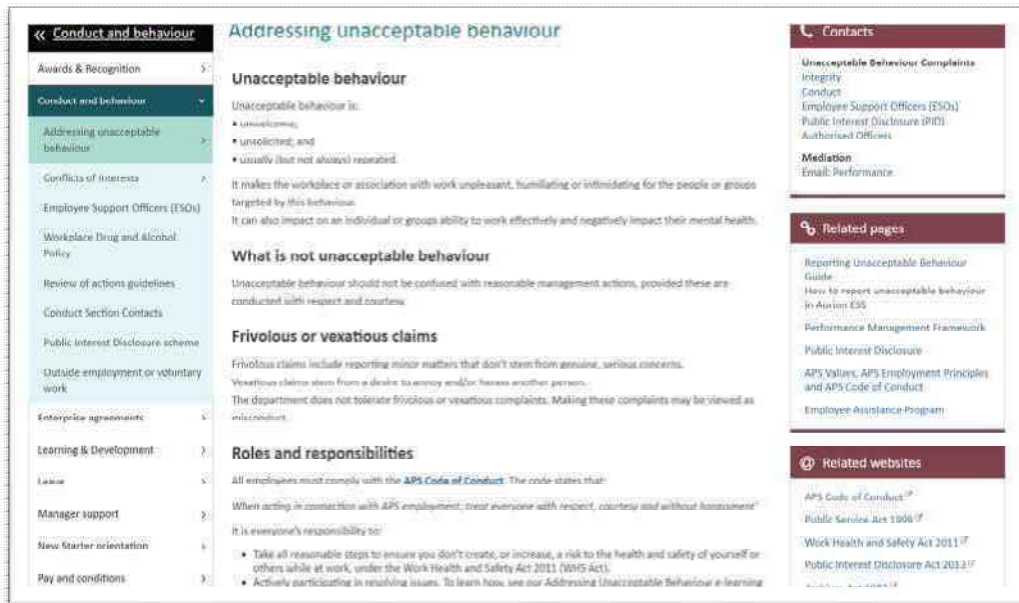
For full points, please:

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

Our intranet provides information about unacceptable behaviour and what it is, how to report unacceptable behaviour and provides guidance about the support available and who you can contact for advice, both internally and externally. The intranet page has links to multiple contacts and procedures. Although the documentation does not explicitly talk about LGBTIQ+ related incidents, our LGBTIQ+ Commitment Statement is embedded on the page. Our Conduct team have confirmed that regardless of the nature of the incident the process is unchanged.

Submission Evidence:

Attachment AQ26 - Internal complaints and allegations of misconduct fact sheet
Figure 59 – Screenshot from the Conduct and Behaviour section on the department’s intranet.



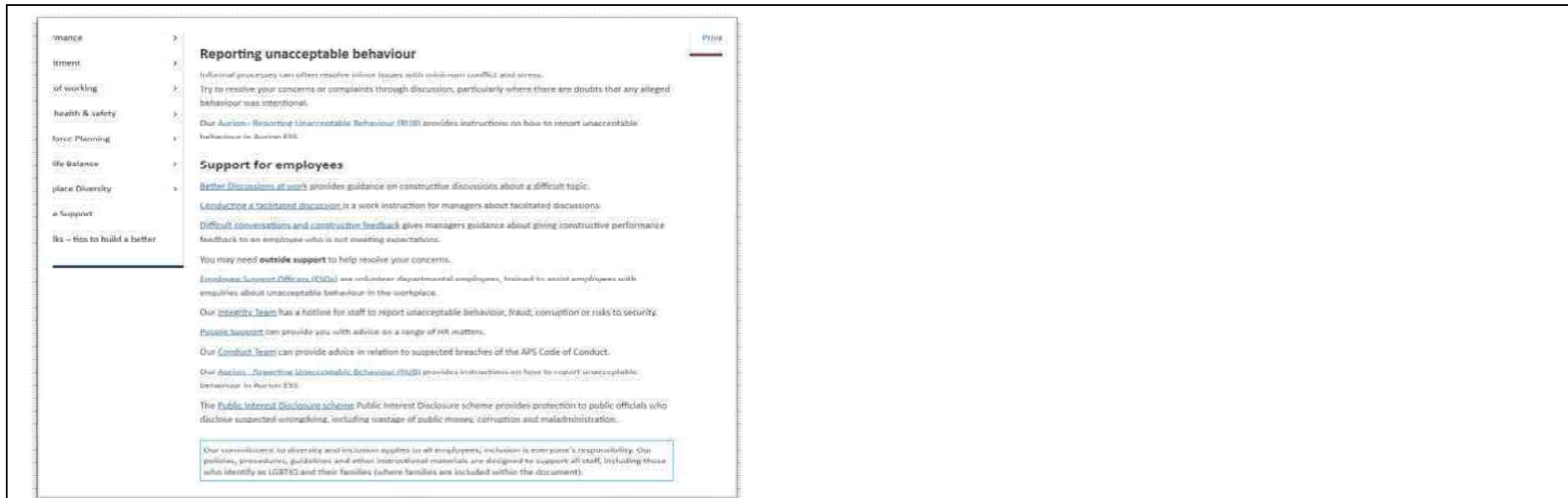
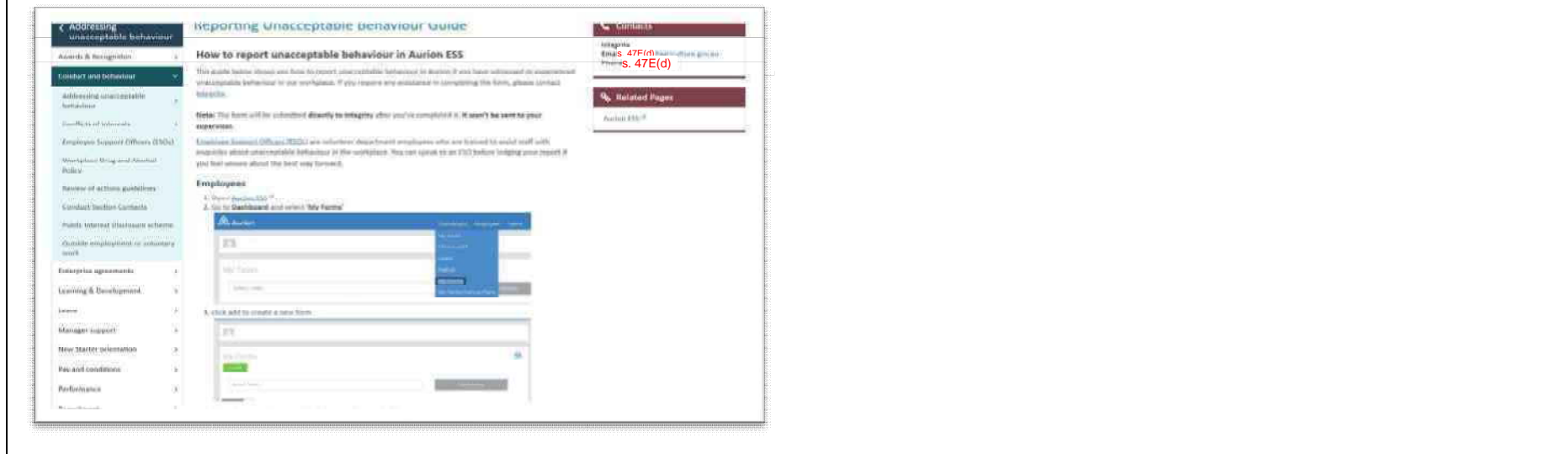


Figure 60 – Extract from department’s intranet reporting unacceptable behaviour



If bullying or harassment is occurring in the workplace we encourage you to seek assistance and support. You can discuss it with your manager, the performance and behaviour helpdesk, a Workplace Contact Officer (WCO) or the Employee Assistance Program (EAP) please call [s. 47G\(1\)\(a\)](#)

Where you have concerns about the behaviour of an employee, you may wish to discuss the matter with the performance and behaviour helpdesk. Simply approaching the helpdesk does not mean that it is necessary to make a formal complaint regarding a matter or individual. You can contact the hotline number on [s. 47E\(d\)](#) If we do not answer please leave a brief message and your contact details or email [s. 47E\(d\)](#) [@environment.gov.au](mailto:environment.gov.au)

Alternatively, our Workplace Contact Officers are trained employees who provide support and information to you, your colleagues and managers about issues that may arise in the workplace. These may be work related or matters of a personal nature. This usually would involve some advice or feedback on issues and may include accompanying employees to interviews or meetings if required.

It is not the role of a WCO to resolve complaints or to conduct investigations into workplace matters – the role is only to support and advise you. It is the responsibility of managers to address issues that arise in the workplace and WCOs should refer employees to managers or the responsible contact areas within the Department.

Simply approaching a WCO does not mean that it is necessary to make a formal complaint regarding a matter or individual.

[Find a Workplace Contact Officer](#)

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Home | Contacts | About the Department | Services and Support | Social

HR | My HR | Our HR Services

My HR
Recruitment & current vacancies | New starter | Conditions & pay | Diversity & Inclusion | Performance, behaviour & development | Health, safety & wellbeing | Manager Responsibilities

Send by email

I want to know about workplace behaviour

As an Australian Public Service (APS) organisation our core values and expected conduct at work are codified in the APS Values, Employment Principles and Code of Conduct.

All of us have a role and have a shared obligation for creating respectful and courteous work environment and setting the culture of our Department. A positive work environment is built by consistently respectful behaviour and clear expectations where we all hold each other to account and we feel safe to call out behaviours that do not align to our values.

Every example of unethical or bad behaviour, such as bullying and harassment, shapes culture. If enough people are condoning and enabling this within an organisation, we have a self-perpetuating system. A lack of respect and what is sometimes called 'incivility'—low level negative behaviours (such as rudeness, discourteousness, not acknowledging other staff)—can create a dysfunctional team environment, relationship breakdown, decline in productivity, and the risk of psychological injury.

We all need to model the APS values and set the tone for the 'how things are done around here'. We need to promote the kind of culture that inspires all people to do their best.

However, we know that this sometimes will not be the case and poor behaviour such as bullying

Contact People Support

Telephone [s. 47E\(d\)](#)

Email [s. 47E\(d\)](#) [Feedback](#)

Policies and Procedures

- APS - Handling Misconduct - a human resources managers guide
- Procedures for determining breaches of the Australian Public Service (APS) Code of Conduct

Figure 61 – Screenshots from our LGBTIQ+ intranet and LGBTIQ+ Pride network pages with EAP details, confidential contacts, Workplace Contact Officers and community support resources

Employee Assistance Program

The department's Employee Assistance Program provider, ^{s. 47G(1)(a)} understands the unique challenges faced by LGBTIQ people in the workplace. We are confident of their competency in this area.

Our provider has psychologists who specialise in counselling LGBTIQ people. They also have staff within their Clinical, Operational and Client Services team who identify as LGBTIQ.

You and your immediate family members in Australia and overseas can access the counselling services 24/7. Use the free call 1800 AreUOK (1800 273 865) number, text line, email address and text relay. You can find more information on the services provided by the Employee Assistance provider on the [Employee Assistance Program](#) mylink page.

Pride Network Leadership Team

The staff PRIDE network is supported by proactive leaders in the senior executive levels of our Department.

The leadership team for the Pride Network comprises: Mx James Larsen (Champion) ^{s. 22(1)(a)(ii)} ^{s. 22(1)(a)(ii)} (Co-Champion and ^{s. 22(1)(a)(ii)} (Chairperson).

James ^{s. 22(1)(a)(ii)} and ^{s. 22(1)(a)(ii)} are available for available to assist managers and staff with any confidential matters relating to the Pride Network being LGBTIQ+ in the department.

^{s. 47F(1)} ^{s. 22(1)(a)(ii)}  James Larsen ^{s. 22(1)(a)(ii)} ^{s. 22(1)(a)(ii)}

Office 365
 This internet page may contain information that is no longer current or accurate due to the changing of Government changes. Please check the [www.ato.gov.au](#) or contact the responsible business area for further information.

Home | **PRIDE Network** | About the PRIDE Network | Community Support Resources | Network Events | PRIDE Network Meeting Notes

Send to email

Community Support Resources

Wherever and whenever you need support, support will be there.

The PRIDE Network has friendly contact officers at the bottom of this page who can help you find the right person to talk to. Below are links to supports available in the Department, as well as external support, information and advice services.

A reminder that PRIDE is open to all staff members, no matter where you are located in Australia, including allies who support the full inclusion of LGBTQIA+ people in the workplace. New members are always welcome – just email 6.47E@treasury.gov.au

Resources and Supports

- A **Workplace Contact Officer (WCO)** is a departmental employee. The role of a WCO is to provide support and information if you have any concerns, or questions about workplace or personal issues. A WCO can provide guidance and support on what steps to take. You can

Related Documents

- Gender affirmation guidelines

Quick Reads

- A Word on Language

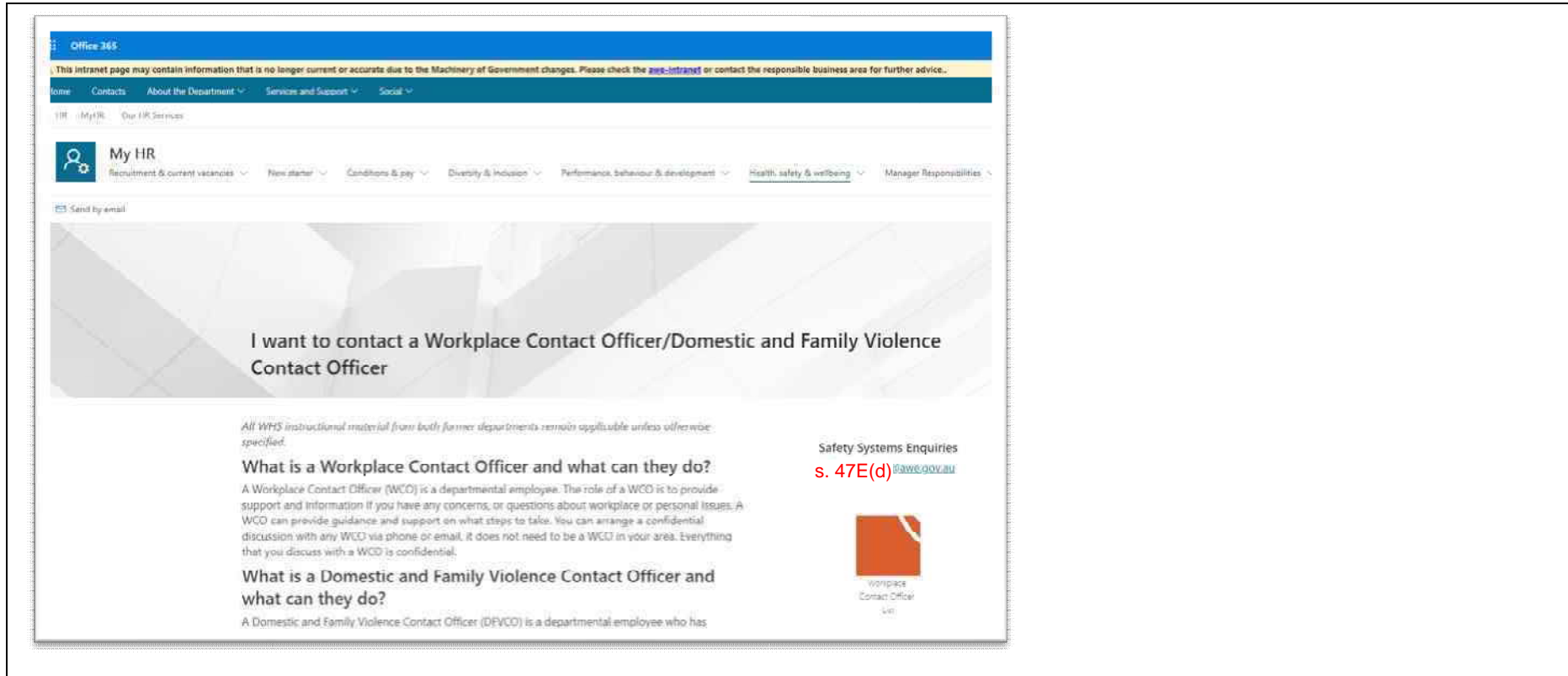
Resources and Supports

- A **Workplace Contact Officer (WCO)** is a departmental employee. The role of a WCO is to provide support and information if you have any concerns, or questions about workplace or personal issues. A WCO can provide guidance and support on what steps to take. You can arrange a confidential discussion with any WCO via phone or email, it does not need to be a WCO in your area. Everything that you discuss with a WCO is confidential.
- R U OK? Fearless Friends Hub** is a hub containing resources that encourages support for and amongst members of the LGBTIQ+ communities by calling on Australia to be a 'Fearless Friend'. A 'Fearless Friend' is that person who's always by your side, they're courageous and not afraid to step up and start what can be a difficult conversation when someone's going through a tough time. They give strength to others when they need it most. By sharing real stories of how 'Fearless Friends' have made a difference, R U OK? hopes to encourage everyone to be ready and willing to reach out to the people in their world who might be going through a tough time.
- 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 (Westlind Counselling)** specialises in providing LGBTIQ+ competent support to Canberra, with a strong knowledge base of professional qualifications and lived experience. Westlind Counselling welcomes members of the community over the age of 16, regardless of gender, sexual orientation, cultural background, religious belief or economic circumstances.
- QLife** provides anonymous and free LGBTQIA+ peer support and referral for people in Australia wanting to talk about sexuality, identity, gender, bodies, feelings or relationships. The QLife family includes hundreds of highly experienced LGBTQIA+ staff and volunteers Australia-wide. If you're looking to connect with someone to explore what's going on in your life, they are there to take your call or webchat.
- Coverage International** has a specialist **LGBTIQ Helpline** – you can speak with a specialist counsellor and access support across issues specific to LGBTQIA+ people and related communities. You can also discuss referral to specialised services and access to general information and resources.
- There are many other people and organisations who can provide you with advice and support. HealthDirect has compiled a **list of organisations** that can help you. Many have specific support for people who are LGBTIQ+.

A Word on Language
 A Word on Language Quick Read

Calling Out and Calling In
 Calling Out and Calling In Quick Read

Stereotypes and Intersectionality
 Stereotypes and Intersectionality Quick Read



Office 365

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Home Contacts About the Department Services and Support Social

HR MyHR Our HR Services

My HR
 Recruitment & current vacancies New starter Conditions & pay Diversity & Inclusion Performance, behaviour & development Health, safety & wellbeing Manager Responsibilities

Send by email


I want to contact a Workplace Contact Officer/Domestic and Family Violence Contact Officer

All WHS instructional material from both former departments remains applicable unless otherwise specified.

What is a Workplace Contact Officer and what can they do?
 A Workplace Contact Officer (WCO) is a departmental employee. The role of a WCO is to provide support and information if you have any concerns, or questions about workplace or personal issues. A WCO can provide guidance and support on what steps to take. You can arrange a confidential discussion with any WCO via phone or email, it does not need to be a WCO in your area. Everything that you discuss with a WCO is confidential.

What is a Domestic and Family Violence Contact Officer and what can they do?
 A Domestic and Family Violence Contact Officer (DFVCO) is a departmental employee who has

Safety Systems Enquiries
 s. 47E(d) [@awc.gov.au](#)



ADVANCED
2 points

ANNUAL SUBMISSION: 2020 VISIBILITY OF INCLUSION

27. LGBTQ Social Media Streams

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.

Our internal media streams include our LGBTQ+ Pride network sharepoint site, the department’s intranet and email distribution lists, all of which are available to staff within the department. The LGBTQ+ Pride Network sharepoint site contains information about the Pride Network, LGBTQ+ information and resources, information and links to community support and resources, annual calendar of events, non-binary information and access to all LGBTQ+ Pride network meeting minutes, work plans and annual reports.

We have a dedicated LGBTQ+ intranet page designed to support LGBTQ+ staff and their families. It contains helpful information, links to internal and external LGBTQ+ and gender diversity resources, websites, guidance material, fact sheets and hosts a diverse range of information in relation to LGBTQ+ challenges and gender diversity.

We utilise various email accounts including the LGBTQ+ Pride network distribution list, LGBTQ+ Pride Network Leadership Group and Diversity and Inclusion mailbox. The networks preferred method of communication is email through the LGBTQ+ Pride network distribution list mailbox.

We use these platforms to engage with staff and invite participation such as; sending video’s and photos to include in articles for publishing. For Wear it Purple day and IDAHOBIT day events in 2020, we asked staff to contribute by submitting videos through these channels.

Figure 62 – Email distribution lists we use for the LGBTQ+ Pride network

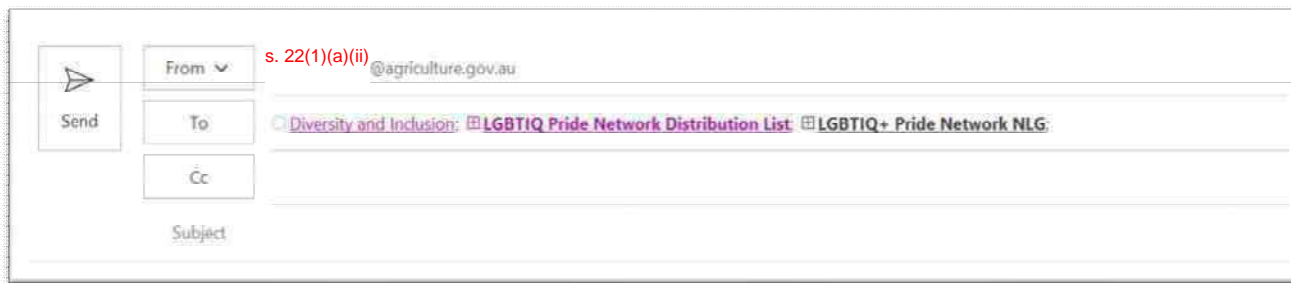
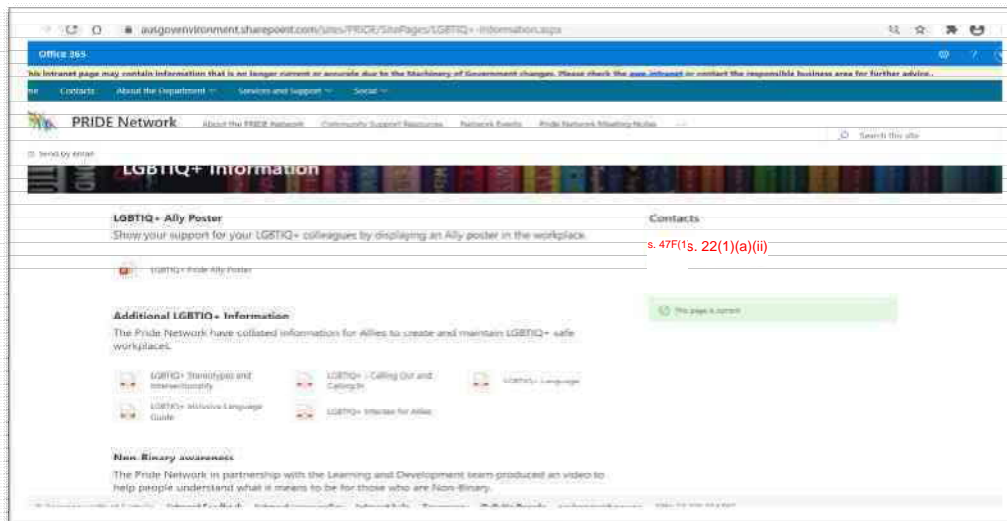
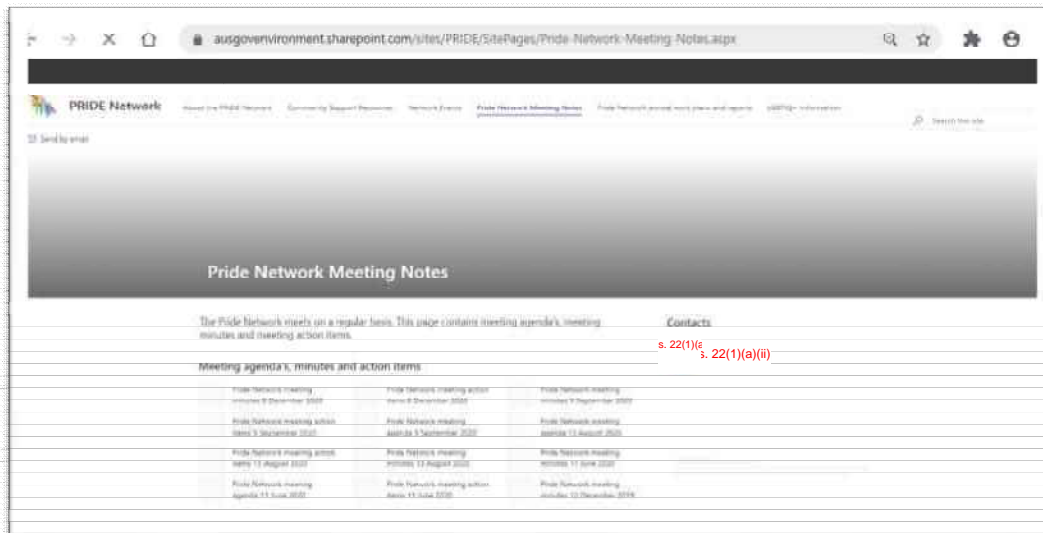


Figure 63 – Screenshots from the LGBTIQ+ Pride network intranet with information and access to meeting notes etc.



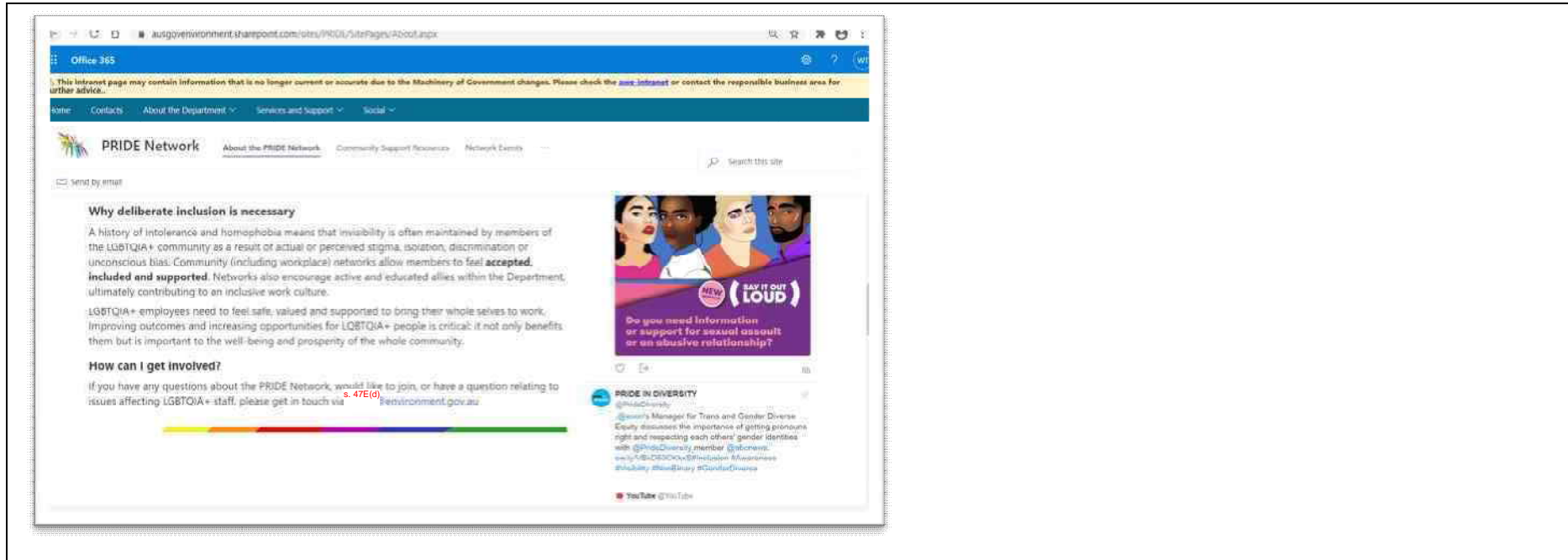


Figure 64 – Screenshots of IDAHOBIT day communications on the department’s intranet, where staff were invited to paint their nails and send photos

Events and seminars

IDAHOBIT Day 2020

Sunday 17 May is [International Day Against Homophobia, Biphobia, Interphobia and Transphobia](#) (IDAHOBIT). The day draws attention to the discrimination experienced by LGBTIQ people globally.

Inclusion is an important priority for our department and ensures that the culture of our department supports, recognises and encourages all staff to be successful. Inclusion is when every single person in the community is valued, heard, respected, empowered, and feels a true sense of belonging. It goes beyond tolerance to actually celebrating and elevating every person in the room.

So join us on Friday 15 May or Monday 18 May and let’s celebrate the diversity of who we are! Wear your rainbow coloured outfits, paint your nails, or decorating your work area (at home, on site or at the office).

IDAHOBIT was launched in 2004 to celebrate LGBTIQ people and to champion for inclusion and building a better world for the LGBTIQ community. The date, 17 May, is significant as it was that day in 1990 when the World Health Organisation removed homosexuality from its list of mental disorders.

Visit the [IDAHOBIT website](#) for more information.

Connected by our diversity

Last Sunday, 17 May was the [International Day Against Homophobia, Biphobia, Interphobia and Transphobia](#) (IDAHOBIT). The day draws attention to the discrimination experienced by LGBTIQ people globally.

With social distancing and remote working in place, celebrating IDAHOBIT was a chance to be creative while showing our support for LGBTIQ people including our friends, family and colleagues.

It is so important to be able to bring your whole self to work, knowing you will be respected and accepted,” said Des Heales, co-chairman of our department’s LGBTIQ network.

It was so great to see so many people getting involved in this event, showing their support, regardless of where their current workplace might be right now.”

It just shows that we really are connected by our diversity,” Des said.

Inclusion is an important priority for our department and ensures that our culture supports, recognises and encourages all staff to be successful. Inclusion is when every single person in the community is valued, heard, respected, empowered, and feels a true sense of belonging. It goes beyond tolerance to actually celebrating and elevating every person in the room.

IDAHOBIT was launched in 2004 to celebrate LGBTIQ people and to champion for inclusion and building a better world for the LGBTIQ community. The date, 17 May, is significant as it was that day in 1990 when the World Health Organisation removed homosexuality from its list of mental disorders.

Visit the [IDAHOBIT website](#) for more information.

Check out how staff across our department went rainbow to champion for inclusion in their offices and homes:

Welcome to In AWE

We will be bringing you new stories about your colleagues and their achievements a new time a week.

Check out our previous In AWE stories.

Want to get involved?

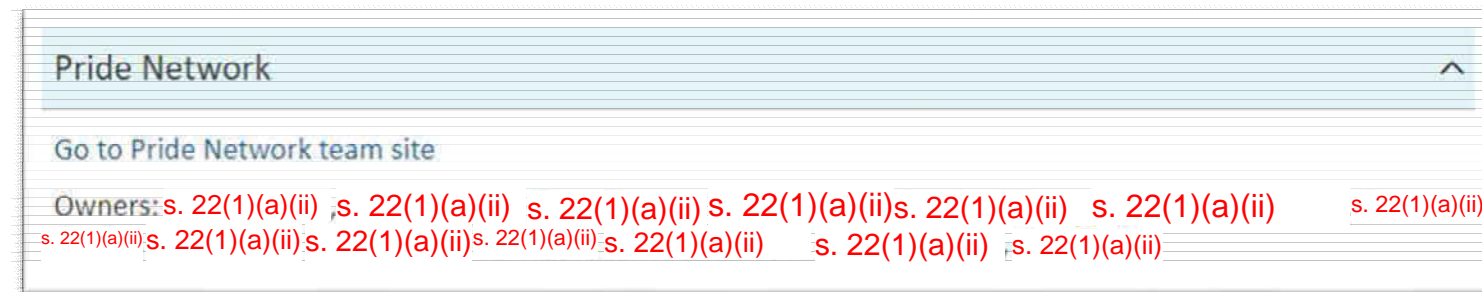
Send your story ideas and photographs to the [Content/communications team](#).

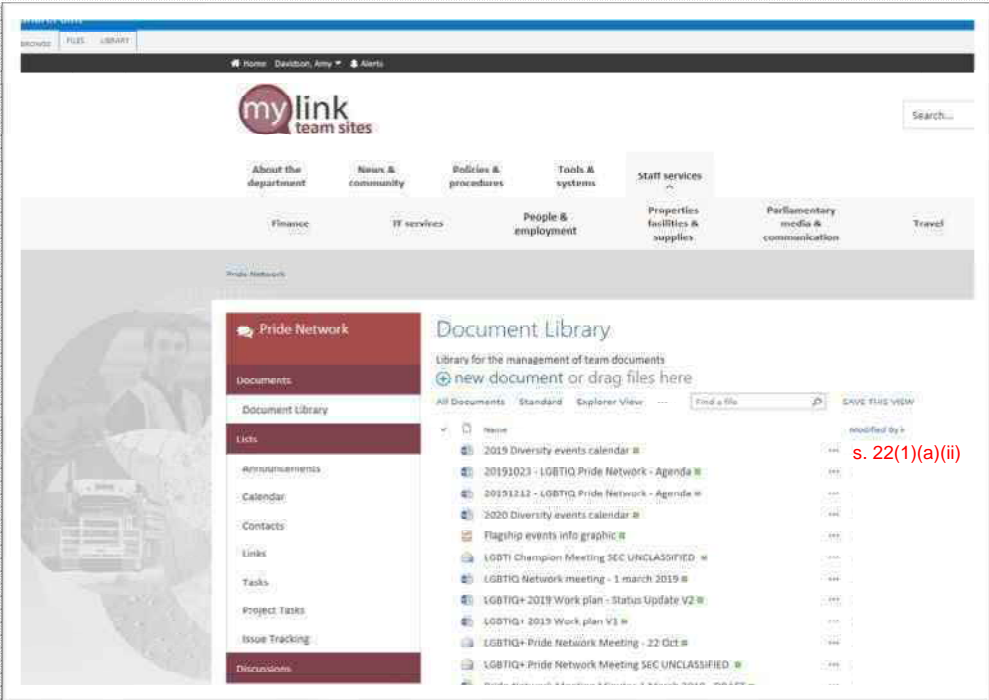
s. 47F(1)

Figure 65 – Screenshots of Wear It Purple day communications on the department’s intranet, where staff were invited to send their videos



Figure 66 – Screenshots of LGBTIQ+ Pride network sharepoint and how to access the team site





The screenshot shows a web interface for 'mylink team sites'. The main content area is titled 'Document Library' and contains a list of documents. A red annotation 's. 22(1)(a)(ii)' is placed over the first document entry in the list.

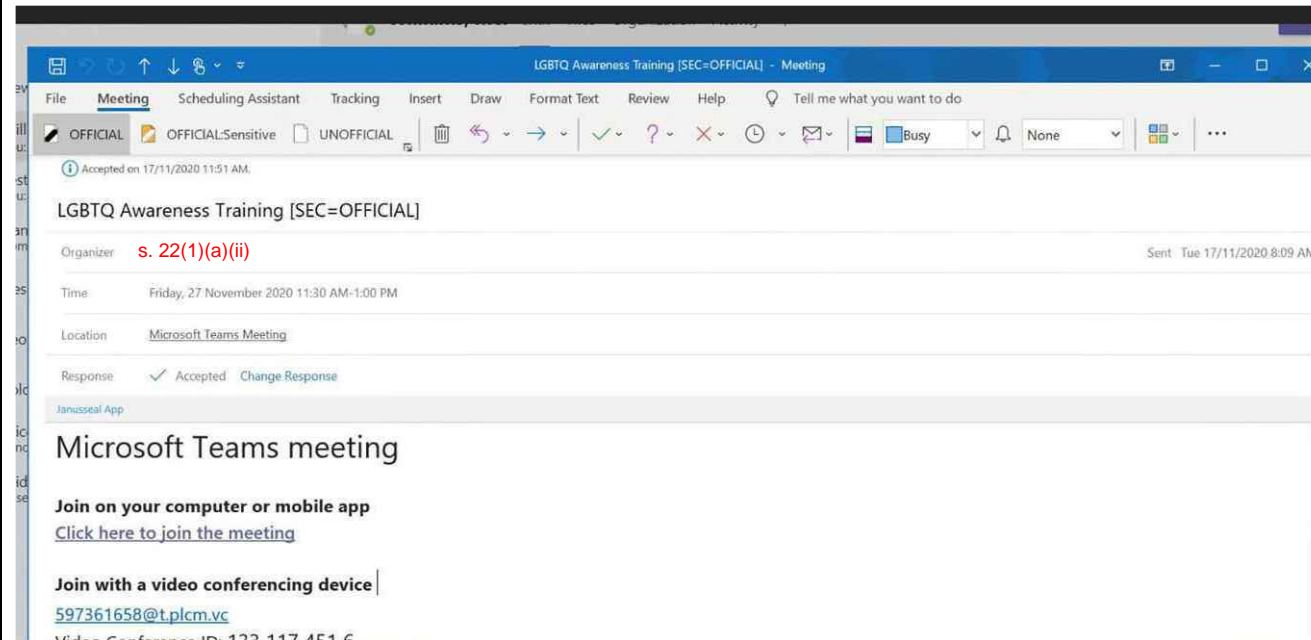
Name	modified by
2019 Diversity events calendar #	...
20191023 - LGBTQI+ Pride Network - Agenda #	...
20191212 - LGBTQI+ Pride Network - Agenda #	...
2020 Diversity events calendar #	...
Flagship events info graphic #	...
LGBTI Champion Meeting SEC UNCLASSIFIED #	...
LGBTIQ Network meeting - 1 march 2019 #	...
LGBTIQ+ 2018 Work plan - Status Update V2 #	...
LGBTIQ+ 2019 Work plan V3 #	...
LGBTIQ+ Pride Network Meeting - 22 Oct #	...
LGBTIQ+ Pride Network Meeting SEC UNCLASSIFIED #	...

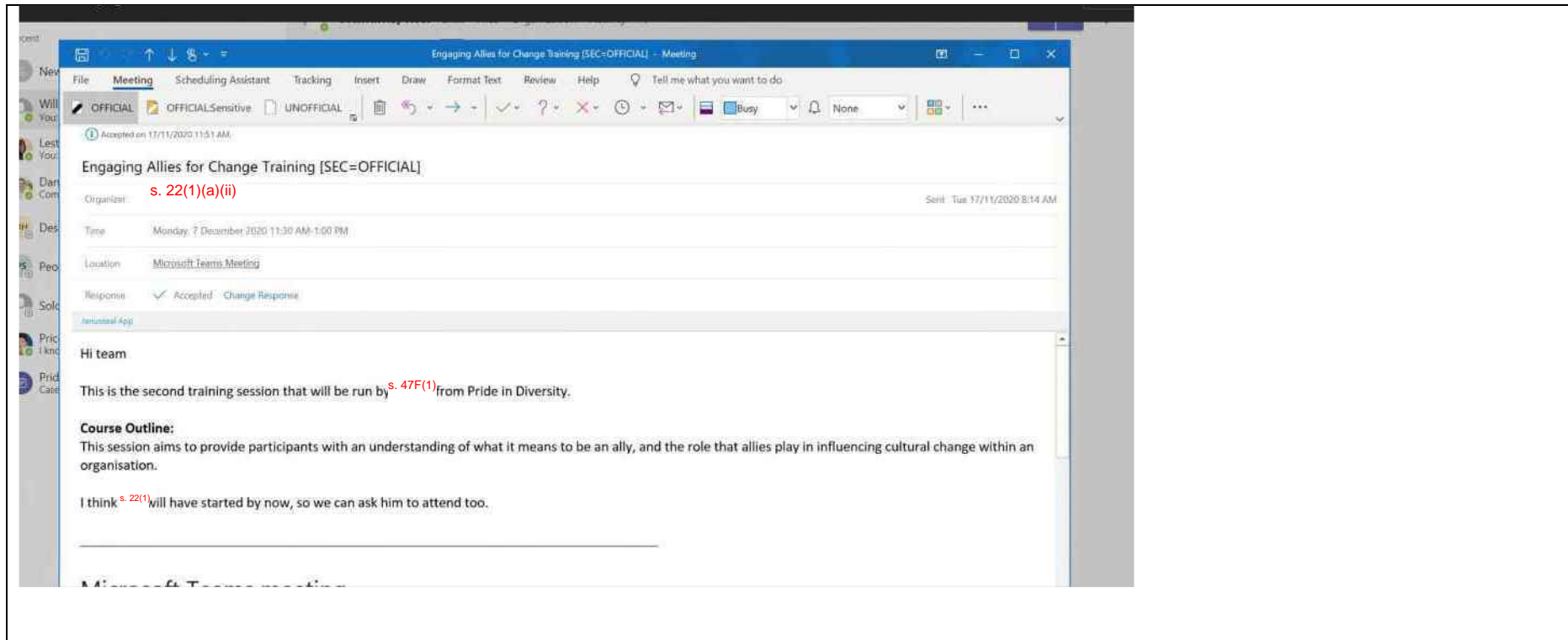
SECTION 5: TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT

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 :	Pride in Diversity	<input checked="" type="checkbox"/> Our trainer is accredited by or from Pride in Diversity
Length of training:	Two sessions	
Date/s:	27 Nov & 7 Dec 2020	
Number of attendees approx that will have gone through this training:	Four staff members from the Diversity and Inclusion team attended to build their Ally knowledge. The training is being rolled out to the broader department in 2021.	
Evidence of training undertaken (one piece required):	Pride in Diversity conducted the training	
Copy of presentation or outline of training covered:	<i>(Not required if Pride in Diversity or Pride in Health + Wellbeing delivered)</i>	

Figure 67 - Screenshots from email invites to Diversity and Inclusion team to complete training





ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT

**FOUNDATION
2 points**

29. Online Training

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:	Pride in Diversity – LGBTIQ Awareness
Length of the LGBTQ component within the video/training:	1 hour
Where employees can access this training :	Via Learnhub on the department’s intranet – screenshot below
Tracking:	The participation is tracked through Learnhub via the online registration form to complete the training. Approximate number of people accessing this training throughout the assessed year was 36.
Copy of the module or a brief outline of it’s LGBTQ content.	<p>The aim of the session is to provide participants with an overall understanding of why LGBTI workplace inclusion is important to an organisation as well as to provide a level of comfort around terminology, explore challenges often faced by LGBTI employees and provide awareness on the impact that a culture has on the lived experiences of its employees.</p> <p>Learning Objectives:</p> <p>At the end of this session, participants should be able to:</p> <ul style="list-style-type: none"> • explain the differences between sex, gender identity, gender expression and orientation • outline some of the unique challenges faced by LGBTI employees • respond to some of the common views questioning the need for inclusion initiatives • understand the role that individuals play in creating a more inclusive culture

Name of Online Training or Video:	Workplace Diversity and Inclusion
Length of the LGBTQ component within the video/training:	1 hour
Where employees can access this training :	Via Learnhub on the department’s intranet – screenshot below
Tracking:	The participation is tracked through Learnhub via the online registration form to complete the training. Approximate number of people accessing this training throughout the assessed year was 1119.
Copy of the module or a brief outline of it’s LGBTQ content.	<p>This course will provide you with knowledge of workplace diversity and inclusion legislation, strategies, policies and practices and how to apply them within the department.</p> <p>If you have previously completed similar learning and feel you already have the required knowledge, you may wish to attempt the pre-assessment. By correctly answering pre-assessment questions, you may be exempt from completing some or all of the topics in this eLearning package.</p>

	<p>Learning Objectives:</p> <p>In this course you will learn about:</p> <ul style="list-style-type: none"> • diversity legislation • the department's diversity policies and strategies • Aboriginal and Torres Strait Islander peoples • people with disability • cultural and linguistic diversity • diversity reporting in the department.
Name of Online Training or Video:	Managing unconscious bias
Length of the LGBTQ component within the video/training:	4 hours
Where employees can access this training :	Via Learnhub on the department's intranet – screenshot below
Tracking:	<p>The participation is tracked through Learnhub via the online registration form to complete the training.</p> <p>Approximate number of people accessing this training throughout the assessed year was 47.</p>
Copy of the module or a brief outline of it's LGBTQ content.	<p>This course aims to assist APS employees to increase their awareness about unconscious bias and inclusive leadership practices in the workplace.</p> <p>Learning Objectives:</p> <p>In this course you will learn about:</p> <ul style="list-style-type: none"> • recognising the business case for diversity within workplaces • defining the concepts of conscious and unconscious bias • identifying the impact of bias on diversity, difference & the creation of inclusive workplaces • applying frameworks for addressing bias within current work practices • formulating tangible strategies to effectively manage bias within decision making processes • identifying opportunities for personal growth and development.

Name of Online Training or Video:	Addressing unacceptable behaviour
Length of the LGBTQ component within the video/training:	1 hour 30 mins
Where employees can access this training :	Via Learnhub on the department's intranet – screenshot below
Tracking:	The participation is tracked through Learnhub via the online registration form to complete the training. Approximate number of people accessing this training throughout the assessed year was 212.
Copy of the module or a brief outline of it's LGBTQ content.	<p>This course explains what unacceptable behaviour is. It gives you the tools to address unacceptable behaviour and introduces the department's addressing unacceptable behaviour or workplace conflict guideline.</p> <p>Learning Objectives:</p> <p>In this course you will learn about:</p> <ul style="list-style-type: none"> • preventing and eliminating unacceptable behaviour • how to contribute to a positive workplace environment.

Figure 68 – Screenshot confirming how staff enrol in the training modules

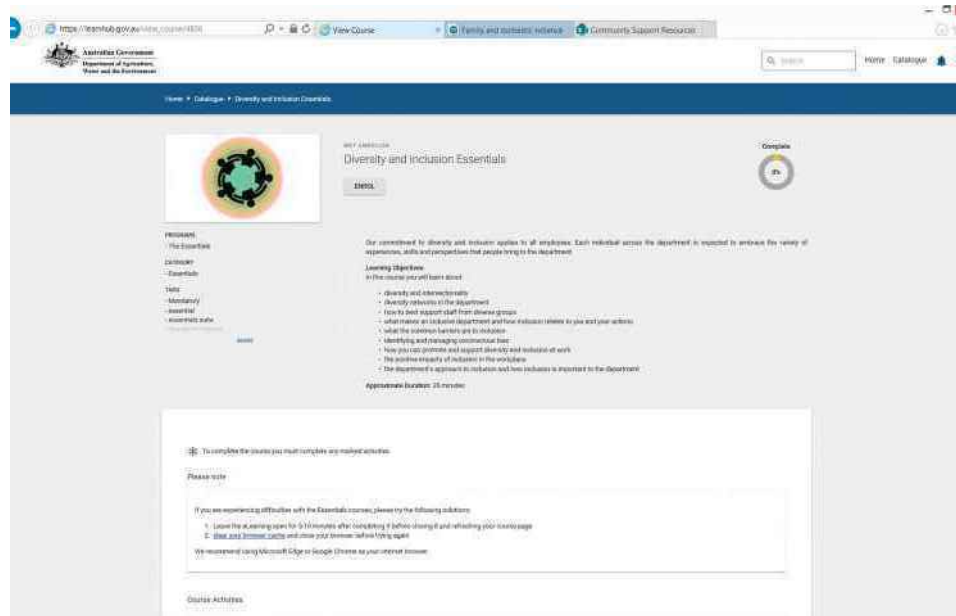


Figure 69 – Screenshot confirming data of staff completion in training modules

courses completion for Diversity courses.xlsxm

Size: 1 MB

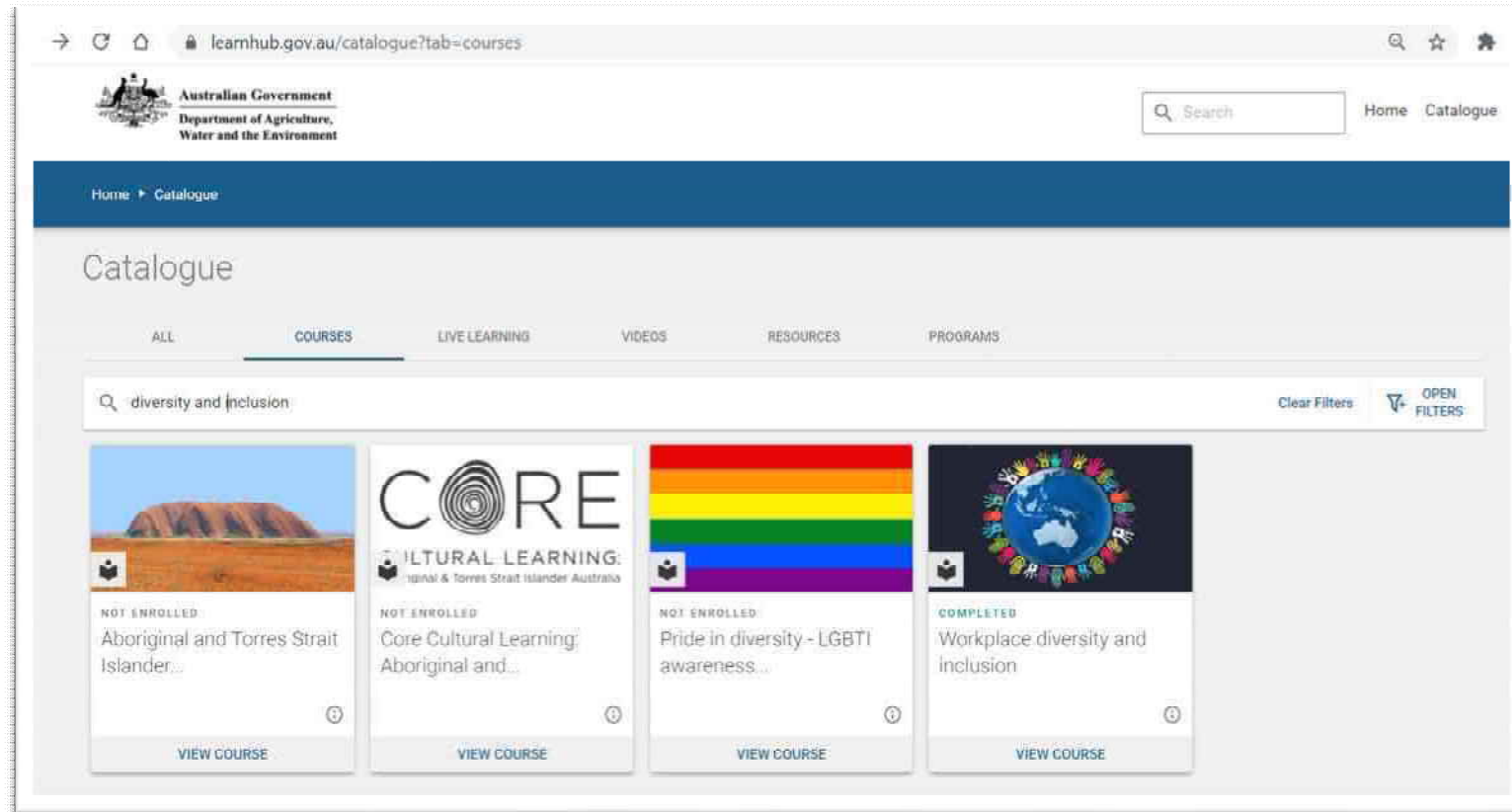
Author: **s. 22(1)(a)(ii)**

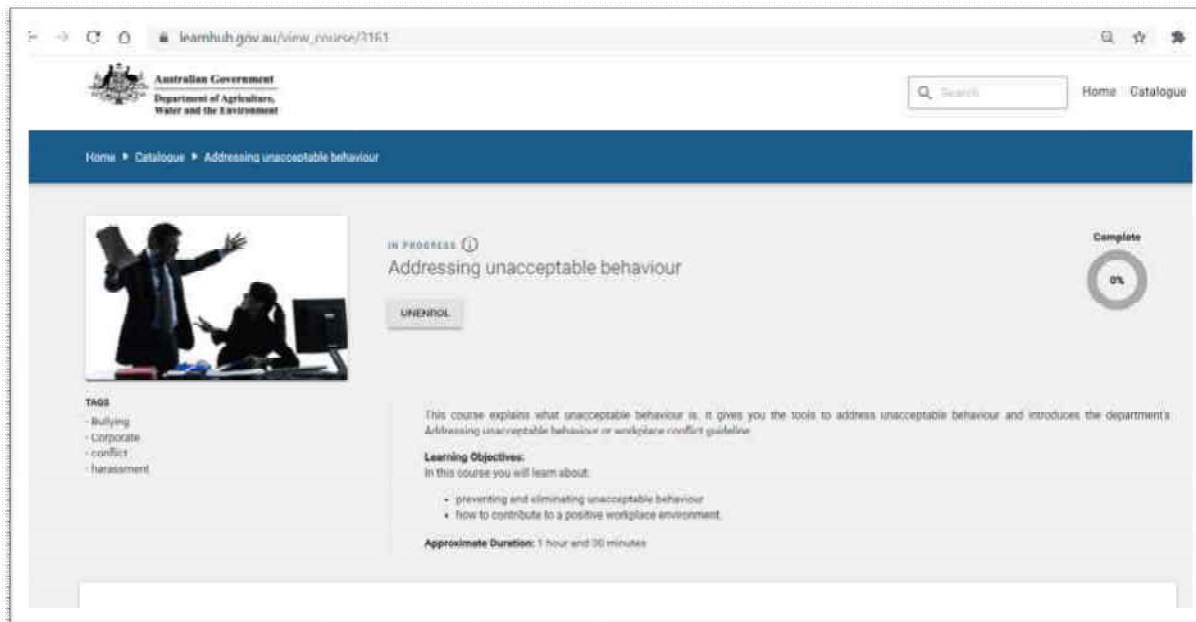
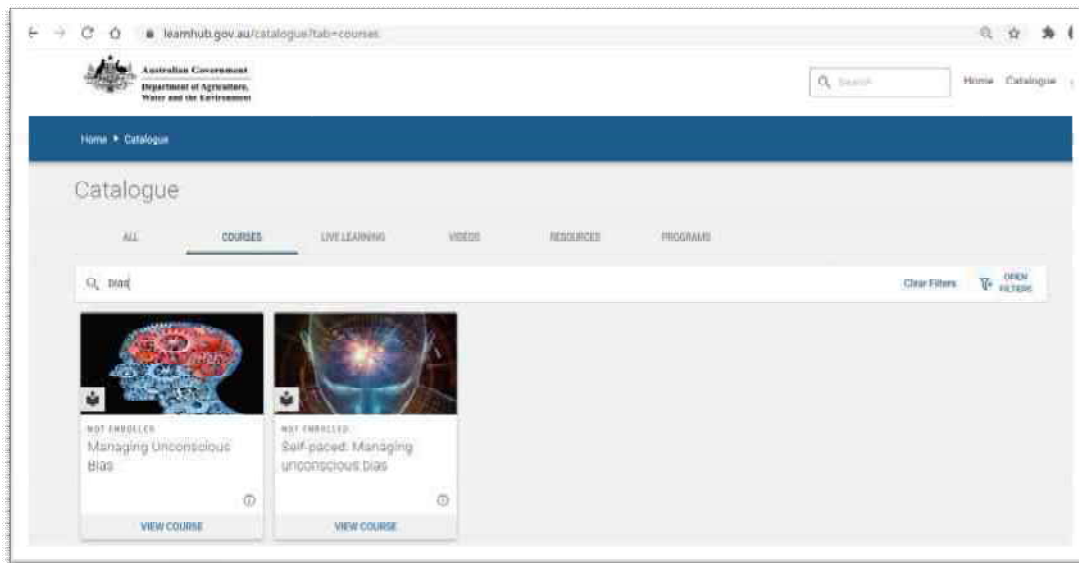
Last changed: Thursday, 4 February 2021

Message **courses completion for Diversity courses.xlsxm (1 MB)**

	A	B	C
3	Row Labels	Count of AGS Number	
4	Addressing unacceptable behaviour	212	
5	Managing Unconscious Bias	47	
6	Self-paced: Managing unconscious bias	36	
7	Workplace diversity and inclusion	1119	
8	Grand Total	1414	
9			
10			
11			
12			

Figure 70 – Screenshot of training available from Learnhub





ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	ADVANCED
30. Professional Development for LGBTQ Employees	Max. 2 points
<p>Outside of the Pride in Practice Conference within the assessed calendar year, we have <u>either</u>:</p> <p>(a) provided LGBTQ people with LGBTQ specific leadership training, internally or externally (excludes conferences unless specifically dedicated to LGBTQ leadership development)</p> <p>(b) put processes in place to ensure that there is LGBTQ representation within talent development programs.</p> <p><i>Please provide evidence for the <u>one</u> selected item above. If you can provide both, please add the second item to the ADDITIONAL WORK section at the end of this submission.</i></p>	
<p>Despite facing the difficulties of COVID-19, we continued to engage our people by conducting virtual meetings and events. We conducted regular network meetings throughout the year to support our staff and maintain relationships. Staff were supported to attend conferences and leadership programs provided they met the COVID-19 requirements. There is no record of staff attending LGBTIQ specific leadership programs or conferences.</p>	

ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	ADVANCED
31. LGBTQ Inclusion Training Plan	Max. 4 points
<p>We have a strategy or training plan in place to specifically address LGBTQ inclusion and/or awareness training for all employees.</p> <p><i>Please provide:</i></p> <p>(a) a copy of the strategy</p> <p>(b) outlined progress made throughout the assessed year</p>	
<p>Submission Evidence:</p> <p>The Diversity and Inclusion team completed the <i>LGBTQ Awareness and Engaging Allies for Change</i> training with Pride in Diversity in late 2020. We are in consultation with our Learning and Development team, LGBTIQ+ Pride Network Champion, co-Champion and network members to deliver the training to all staff from 2021 and how that might be designed within the current environment and COVID-19 restrictions.</p> <p><i>Attachment AQ31 - LGBTIQ+ Pride network 2020 annual report detailing training, activities, awareness campaigns and communications</i></p>	

ANNUAL SUBMISSION: 2020 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	ADVANCED
32. LGBTQ Conferences, Seminars and Events	2 points
<p>Within the assessed calendar year, we have provided opportunities for employees to attend <u>external</u> dedicated LGBTQ conferences, seminars or events.</p> <p>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.</p> <p><i>Please provide evidence.</i></p>	
<p>Due to COVID-19 restrictions, the department was unable to provide opportunities for staff to attend external dedicated LGBTIQ conferences or events. The department supported the inclusion networks with communication channels to host virtual meetings, days of significance, virtual events and activities whilst raising awareness and education to staff.</p>	

SECTION 6: EXECUTIVE LEADERSHIP & ENGAGEMENT

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 for 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	INTERMEDIATE
33. Executive Sponsor or Champion	Max. 2 points
<p>We have a visible and active Executive Sponsor or Senior Champion for LGBTQ inclusion who has both:</p> <ul style="list-style-type: none"> a) contributed to the LGBTQ strategy b) is engaged in tracking performance progress against the strategy throughout the year <p><i>For full points, please provide evidence for all parts to this question:</i></p> <ul style="list-style-type: none"> 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) 	
<p>Our LGBTIQ+ Pride Network Champion, James Larsen, is the Deputy Secretary of the Environment and Heritage Group, responsible for Heritage, Reef and Wildlife Trade, Biodiversity Conservation and Environmental Approvals. James is an active advocate for the LGBTIQ+ Pride Network and aims to increase awareness to create a diverse workplace that values and support LGBTIQ+ people.</p> <ul style="list-style-type: none"> a) James contributed to the development of the 2021 LGBTIQ+ Pride network work plan which outlines the activities and tasks the LGBTIQ+ Pride network will undertake in 2021. b) James chairs and actively participates in LGBTIQ+ Pride network meetings. 	

Figure 71 – Screenshot of Secretary announcing inclusion network Champions and co-Champions on department’s intranet.

WP-Intranet Home About the Department Policies and Processes Roles and awards Teams and Systems

Championing diversity and inclusion for our people

I am pleased to announce that we have now established our Inclusion Networks and new champions, who have come together to support and advocate for an inclusive culture for our departments. These networks cover Aboriginal and Torres Strait Islander employees, cultural and linguistically diverse, gender equality, care and aging, and mental health awareness. Each network is formed through voluntary groups of employees with common interests who bring to life our inclusion vision, which is for all our people to feel valued, respected and empowered.

Each of these Networks are driven by a champion who will advocate for and support organisational change in line with the values that each network represents. Following a recent nomination process, I'd like to announce our new champions and co-champions:

Network	Champion	Co-Champions
Indigenous staff / Aboriginal and Torres Strait Islander Employee Network	Lyn O'Connell	Wayne Tee Kie
Culturally and Linguistically Diverse Network	Dean Knutton	Jan Science
Ride Network	James Lister	s. 22(1)(a)(ii)
Gender Equality Network	Cathy Brooke	Kim Ellis
Care and Ability Network	Rosemary Jennings	Stephen Lacey
Mental Health Awareness Network	David Haskford	Colin Hunter

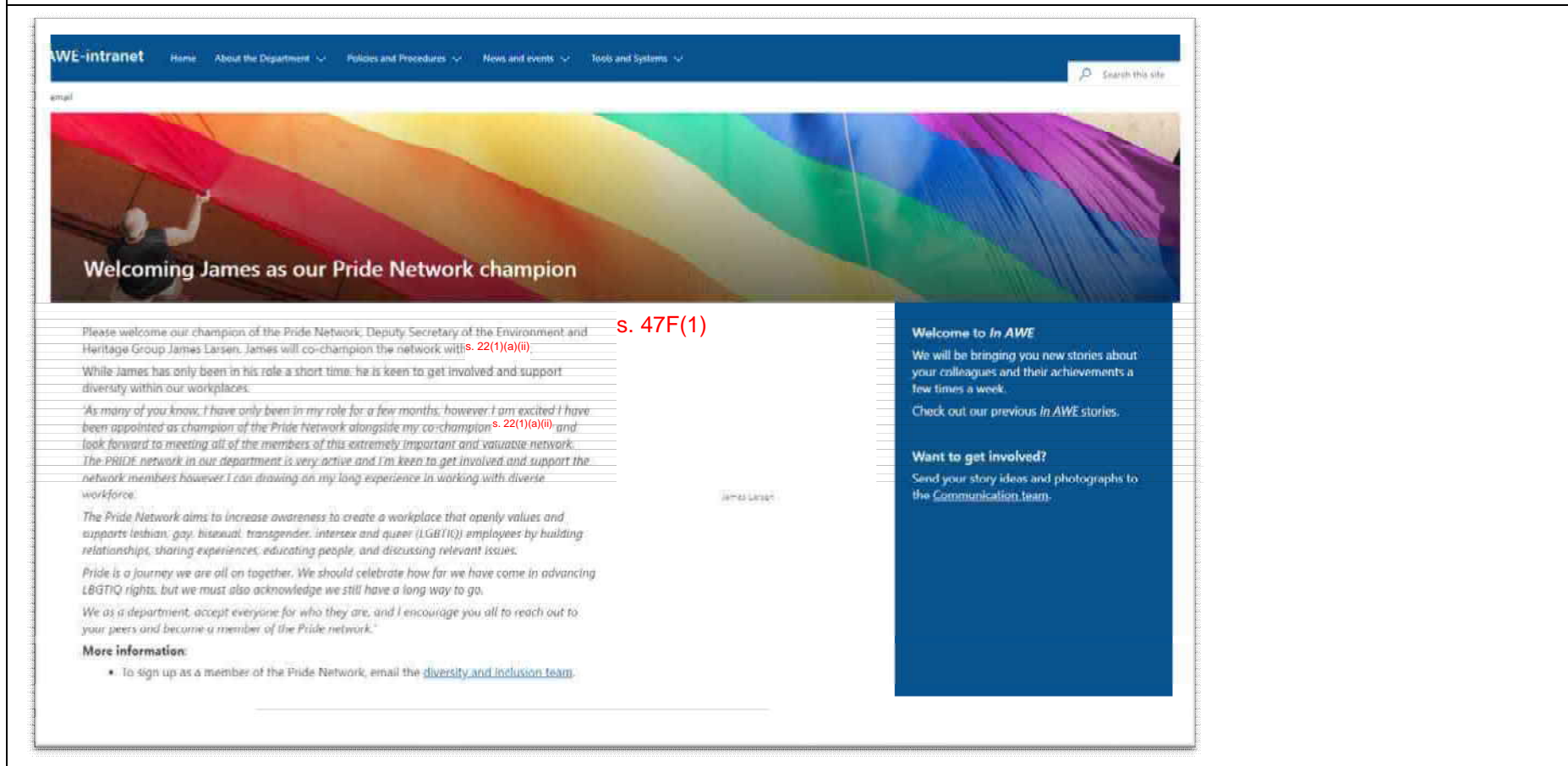
I would like to extend my appreciation to our outgoing champions and co-champions who have advocated for each network, and welcome those of you who will now take on this important role.

With our Inclusion Networks now created and our new champions and co-champions in place, we will need to establish our Network Leadership Groups. Please take a look at our Diversity and Inclusion Network Guidelines available on [myWEI](#) and the [championing diversity](#) which outline the important role of each Network Leadership Group position. If you are a network member, I encourage you to nominate yourself for the position of Chair/Regional Chair, Deputy Chair, Secretariat or Ally. If multiple nominations are received for a position, as a network member you will be able to vote for your preferred candidate. More information on this will be available in the coming weeks.

If you are interested in getting involved in these networks, you can also become a network member and contribute to creating an inclusive and supportive culture for our departments. Get in touch with the [Outreach and Inclusion team](#) to find out more.

4 pages last first | Back to top

Figure 72 – Screenshot of James Larsen introducing himself as the Champion of the LGBTIQ+ Pride network on the department’s intranet.



ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT **ADVANCED**
2 points

34. Executive Advocacy

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.

We attended the Pride in Diversity Executive LGBTI Allies Forum meetings in February, May, August, and November 2020.

Submission Evidence:

Attachment AQ34 – LGBTQ+ Pride network 2020 annual report

Figure 73 – Extract from the LGBTQ+ Pride network 2020 annual report

The LGBTQ+ Pride Network intranet page has been updated with copies of all meeting material published.

2020 PwC and Pride in Diversity Executive LGBTI Allies Forum

Meeting	Update	Status
27 February 2020	Meeting held as scheduled. Attended.	✔
21 May 2020	Meeting held as scheduled. Attended.	✔
27 August 2020	Meeting held as scheduled. Attended.	✔
30 November 2020	Meeting held as scheduled. Attended.	✔

ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT **ADVANCED**
2 points

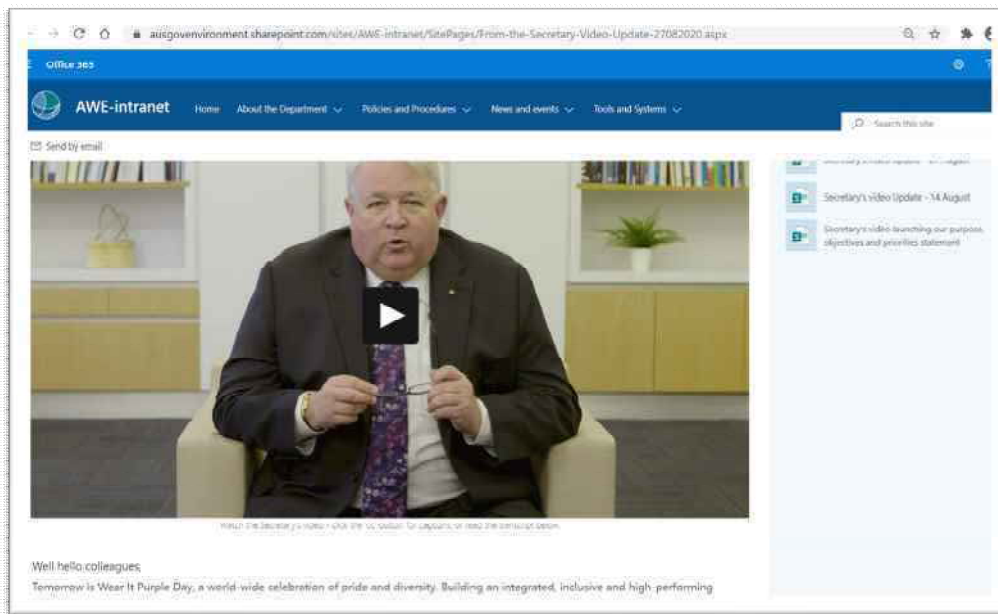
35. CEO or Equivalent Communications
Within the assessed calendar year, our CEO or equivalent has sent formal communications to all employees comprehensively discussing progress made in LGBTQ inclusion work and its importance to the organisation. This may be CEO communications prioritised on intranet 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.

Our Secretary, Andrew Metcalfe, is an advocate for diversity and inclusion. Building and promoting diversity is a top priority the Secretary.

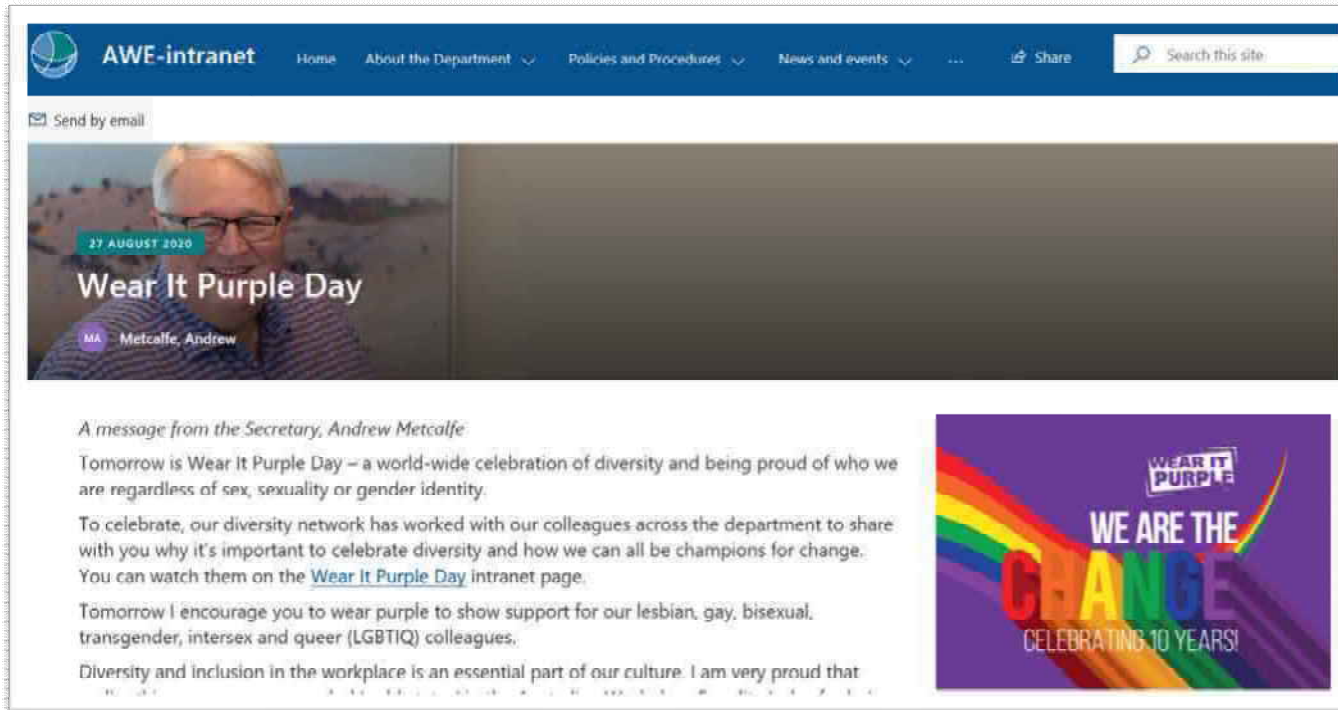
Attachment AQ35 - Transcript from intranet, Violet (spirit) video update from the Secretary, Andrew Metcalfe

Figure 74 – screenshot of the Secretary’s video to all staff on the department’s intranet.



Attachment AQ35 - Secretary's message to staff on the department's intranet, Wear It Purple Day

Figure 75 - screenshot of the Secretary's message to all staff on the department's intranet.



Attachment AQ35 – Secretary’s video message on the department’s intranet, promoting AWEI

Figure 76 – Screenshot of the Secretary announcing the establishment of the new inclusion networks on the department’s intranet.

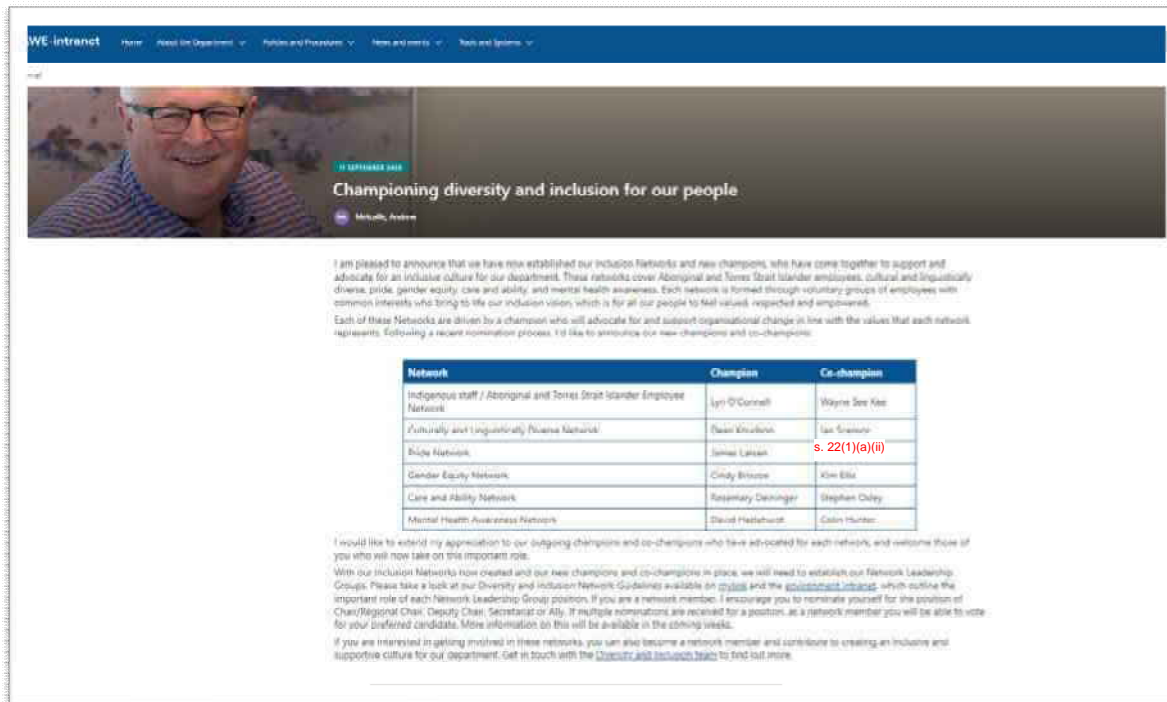


Figure 77 – Screenshot of the Secretary’s newsletter on the department’s intranet, speaking about diversity

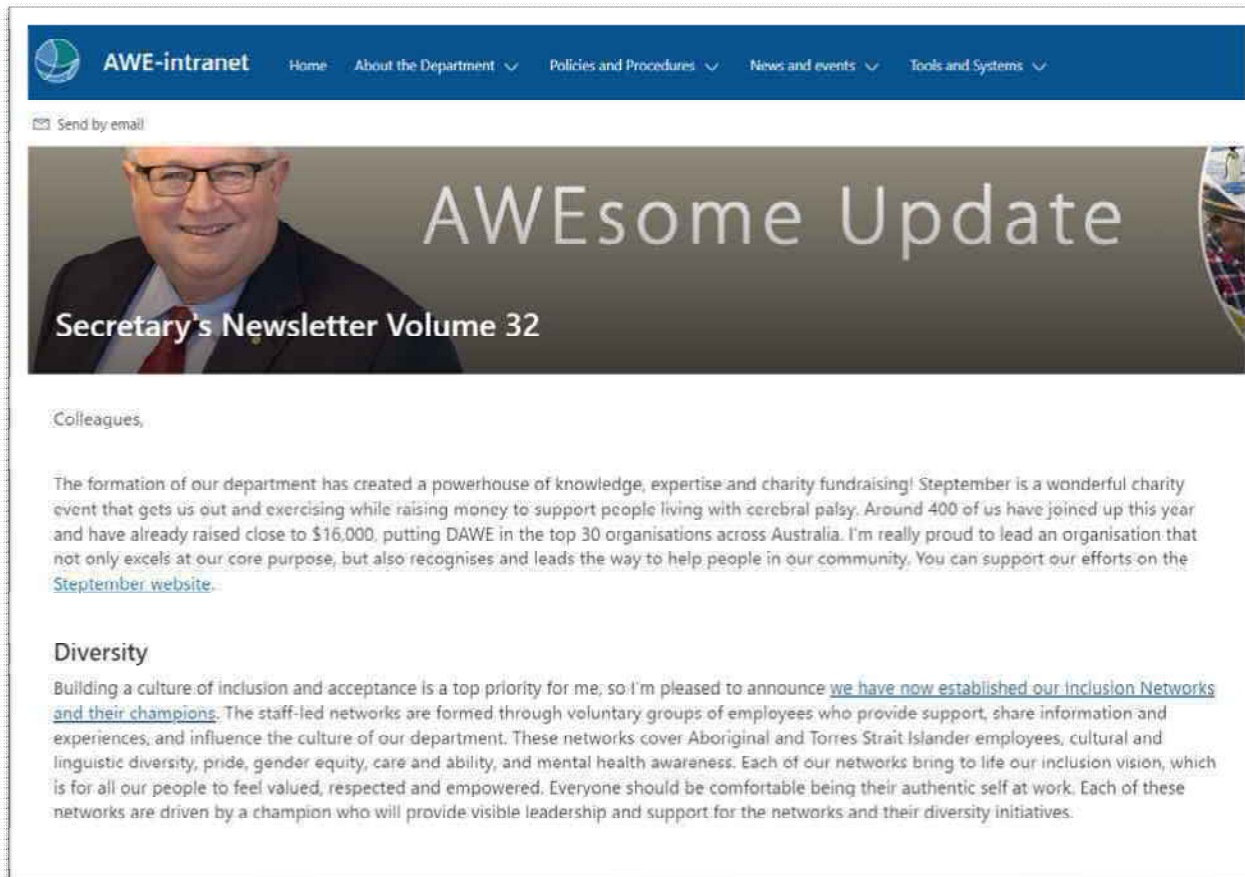
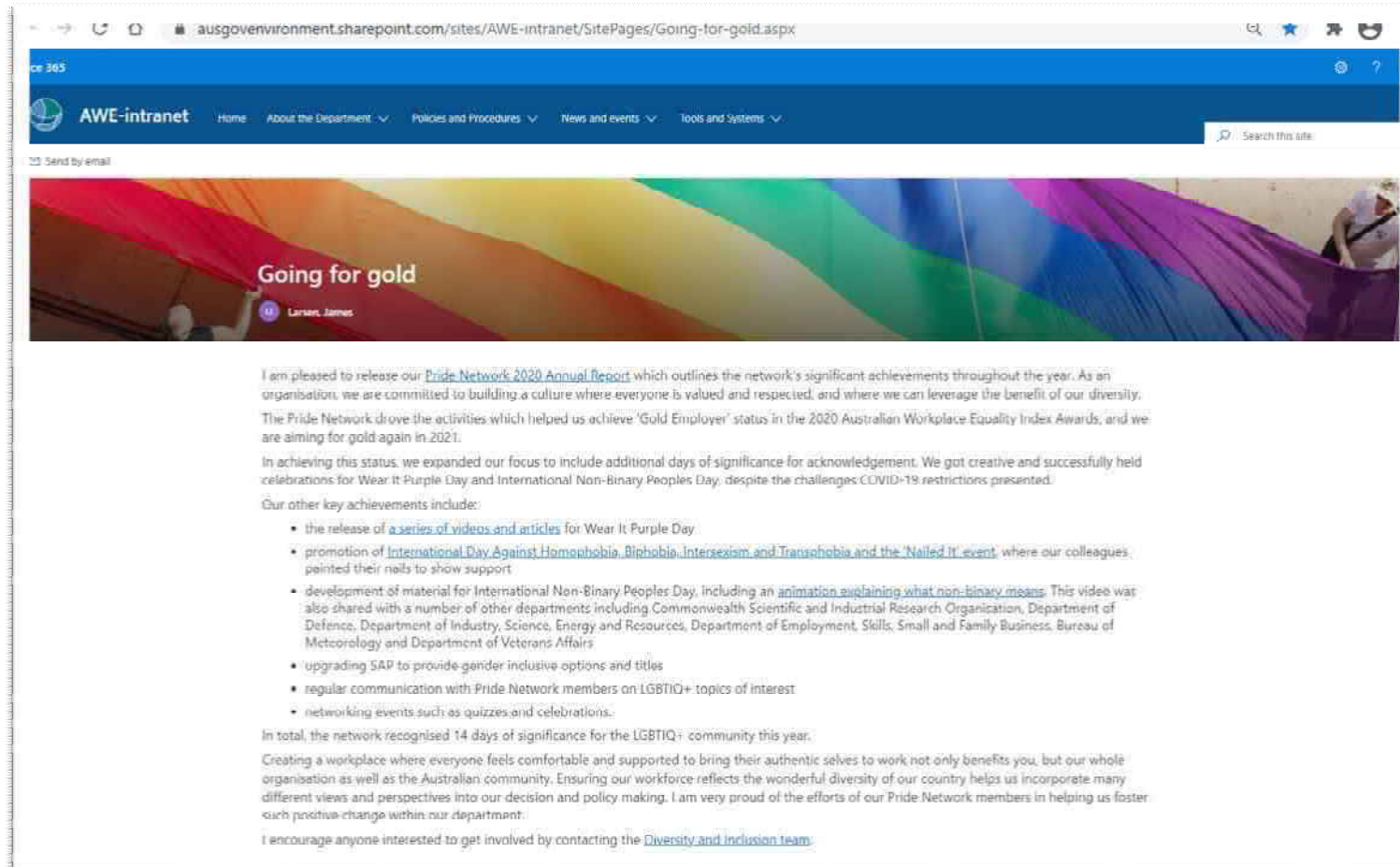


Figure 78 – Screenshot of annual report being released by James Larsen, Deputy Secretary of the Environment and Heritage Group and Champion of the LGBTIQ+ Pride Network.

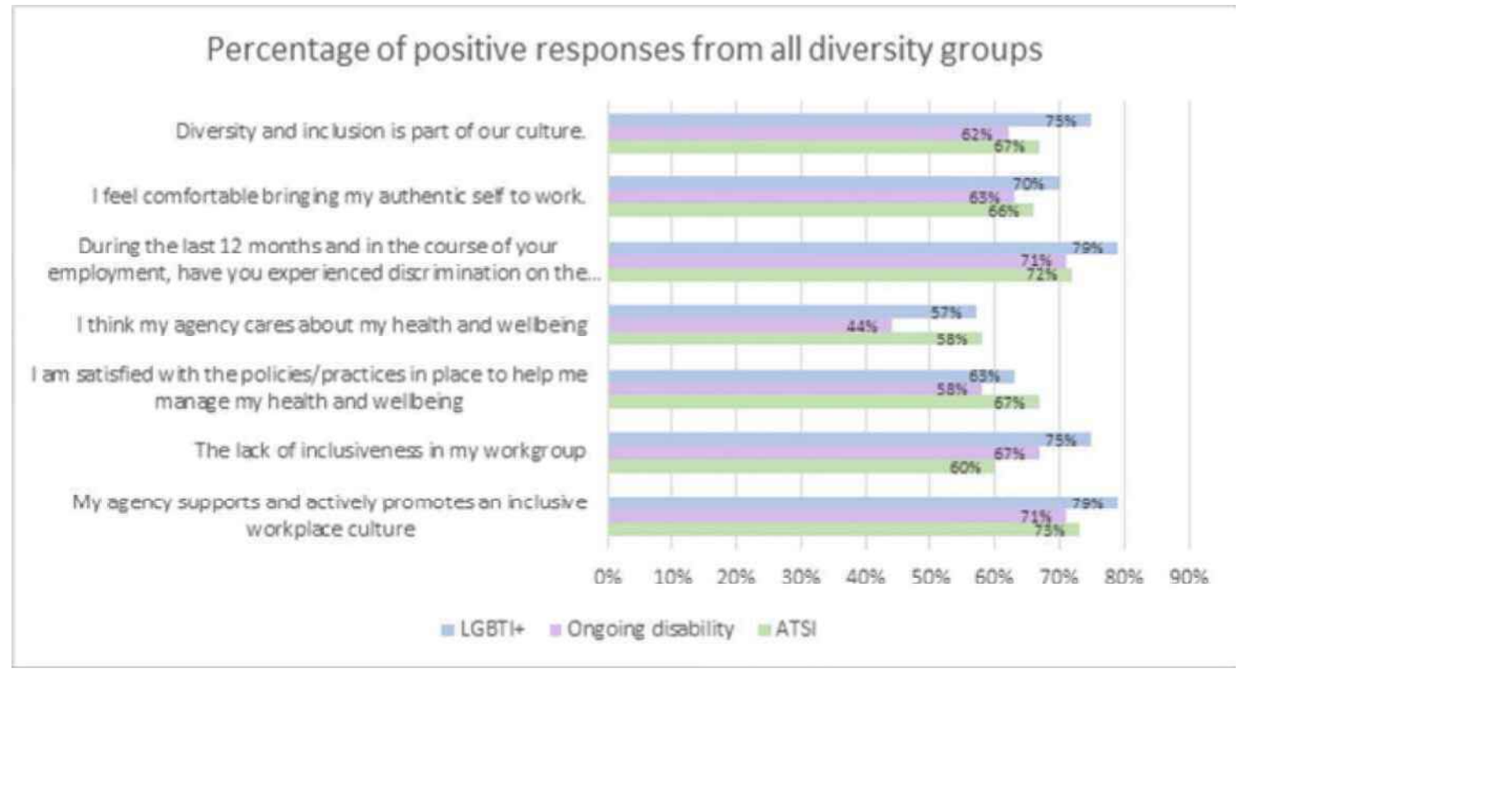


ANNUAL SUBMISSION: 2020 EXECUTIVE LEADERSHIP & ENGAGEMENT 36. CEO or Equivalent Speaking at Events	ADVANCED 2 points
<p>Our CEO or equivalent has spoken at LGBTQ events held by our organisation, either internally or externally.</p> <p><i>For full points, all of the following must be provided:</i></p> <ul style="list-style-type: none"> (a) <i>evidence of the individual speaking at the event and approximate duration of speech</i> (b) <i>brief outline of event purpose and typical audience</i> (c) <i>approximate attendee numbers</i> 	
<p>Submission Evidence:</p> <p>Attachment AQ36 – Wear It Purple Day message to staff from the Secretary, Andrew Metcalfe. Wear It Purple Day video message ‘violet (spirit)’ from the Secretary, Andrew Metcalfe. Duration of video 3:35 minutes.</p> <p>Wear it Purple Day is a world-wide celebration of diversity and pride. It is an opportunity to show our support to our LGBTIQ+ colleagues and be proud of who we are - regardless of sex, sexuality or gender identity.</p> <p>Due to COVID-19 and social distancing restrictions, the department was unable to hold several events however our Perth Office hosted an event in August 2020 to celebrate. Office physical distancing was observed along with over thirty attendees dialling into the event. Staff celebrated by sharing videos featuring our LGBTIQ+ staff and their allies from across the department. Following the presentation, staff from the Perth office presented individually wrapped treats to staff in exchange for a gold coin donation to the PRIDE organisation for education, resources and suicide prevention for rainbow youth coming to terms with the changes in their lives.</p>	

SECTION 7: DATA COLLECTION & REPORTING

ANNUAL SUBMISSION: 2020 DATA COLLECTION & REPORTING 37. Employee Data Analysis	INTERMEDIATE Max. 3 points
<p>Within our annual engagement, pulse or diversity surveys, either for the assessed calendar year or year prior, we have:</p> <ul style="list-style-type: none"> 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 <p><i>For full points, please provide:</i></p> <ul style="list-style-type: none"> 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 	
<p>The 2020 Australian Public Service Employee Census was conducted during 12 October 2020 – 13 November 2020.</p> <p>A copy of the questions used to identify the LGBTIQ+ population were:</p> <p>What is your gender?</p> <ul style="list-style-type: none"> <input type="radio"/> Male <input type="radio"/> Female <input type="radio"/> X (Indeterminate/Intersex/Unspecified) <input type="radio"/> Prefer not to say <p>Do you identify as Lesbian, Gay, Bisexual, Trans, and/or Intersex (LGBTIQ+)?</p> <ul style="list-style-type: none"> <input type="radio"/> Yes <input type="radio"/> No <p>I feel comfortable bringing my authentic self to work – 75% positive response</p> <p>Diversity and inclusion is part of our culture – 79% positive response</p> <p>Employees who identified as LGBTIQ+ reported the highest percentage (79% positive) of satisfaction compared to other diversity groups when it comes to ‘the department supports and actively promotes an inclusive workplace culture’. We have maintained the highest percentage of satisfaction within this diversity group following the department’s MoG and significant workplace changes that have occurred throughout 2020.</p>	

Figure 79 – Positive responses to diversity questions for diversity groups



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

As a Commonwealth government agency, we are bound by the legislation and policies within the Australian Public Service relating to our recruitment processes. Our systems and processes for recruitment are inclusive and non-discriminatory to gender orientation. Applicants are able to receive support via the contact officer for any LGBTIQ+ enquires. If the contact officer is not able to answer or assist the applicant, they will be directed to the Diversity and Inclusion team for assistance.

During 2020, the LGBTIQ+ Pride network analysed the 2019 AWEI results to help identify areas for improvement and focussed on this within the networks work plan for 2020. This analysis was then presented in November 2020 by s. 22(1)(a)(ii) co-Champion of the LGBTIQ+ Pride network to the Inclusion Council.

Attachment AQ38 – LGBTIQ+ Pride network work plan 2020

Figure 80 - Screenshot of email from s. 22(1)(a) confirming AWEI discussion at Inclusion council meeting 1, 2020


However..... I briefed the Inclusion Council on our AWEI results in November (the first Inclusion Council meeting) and also provided a copy of the analysis that was included in the Pride Network Annual report.

Regards
s. 22(1)(a)

s. 22(1)(a)(ii)
Director Payroll (SAP) | Financial Operations Branch s. 22(1)(a)(ii) s. 22(1)(a)(ii)

Department of Agriculture, Water and the Environment
Financial Operations Branch | Finance and Business Support Division
John Gorton Building
GPO Box 787, Canberra ACT 2601

awe.gov.au



Pronouns: he, him, his

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>Due to COVID-19 restrictions the department was unable to support/ attend face to face events or parades throughout the calendar year. With social distancing and remote working in place, celebrating days of significance and supporting our LGBTIQ+ community was of high priority enabling our staff to remain engaged and connected. By using the department’s online platforms, we were able to showcase and participate in a number of internal activities in support of our LGBTIQ+ community.</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>Due to COVID-19 and the Machinery of Government changes that occurred during 2020, the department was limited in providing additional financial support to external organisations.</p>	

ANNUAL SUBMISSION: 2020 COMMUNITY ENGAGEMENT

**INTERMEDIATE
2 points**

41. Fundraising

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.)*

Due to COVID-19 restrictions the department was unable/ limited in hosting face-to face events to raise money for charities across all diversity groups in 2020. We made a donation of \$193.60 to the Pride in Diversity program.

Submission Evidence:

Figure 81 - Pride in Diversity Donation Receipt.pdf



10/11/2020

Department of Agriculture and Water Resources
18 Marcus Street
Canberra, ACT 2601
Australia

ATT: s. 22(1)(a)(ii)

ACON Health Limited is pleased to acknowledge and thank you for your donation of \$193.60 to the Pride in Diversity Program.

It is your kind generosity and support that allows us to continue to provide this important program and services for which we don't receive government funding.

Thank you again for your support.

Kind regards,

ACON Health Limited

The ACON Health Limited is endorsed by the Australian Taxation Office as a Deductible Gift Recipient, ABN 38 136 883 915.

This letter also acts as an official receipt no 1582862078 for taxation purposes.

SECTION 9: SURVEY

ANNUAL SUBMISSION: OPTIONAL SURVEY PARTICIPATION 42. Survey Participation	OPTIONAL 2 points
<p><input checked="" type="checkbox"/> We are participating in the 2021 AWEI Survey. <i>Please note:</i></p> <ul style="list-style-type: none"> • <i>Partial points will not be given. Full points will only be obtained for the following:</i> <ul style="list-style-type: none"> ○ <i>Medium Employers (501 – 2000 employees): if 50 or more survey responses are collected</i> ○ <i>Large Employers (2001 – 8000 employees): if 100 or more survey responses are collected</i> ○ <i>Significant Employers (8001 or more employees): if 200 or more survey responses are collected</i> <p><i>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.</i></p>	

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>AQ8</p> <div style="border: 1px solid #ccc; padding: 10px; margin-bottom: 10px;"> <p>Other support The department has assisted the Department of Veterans Affairs with their Pride Network in 2020. The following information was provided to assist them:</p> <ul style="list-style-type: none"> 2019 Work plan and Work plan status update 2020 Work plan Copies of all communication issued during the year Copies of all intranet content developed for LGBTQ+ days of significance. <p>Involvement in APS Gender Equality Strategy Two of our LGBTQ+ Pride Network members s. 22(1)(a)(iii) and s. 22(1)(a)(ii) participated in the department's response to the APS Gender Equality Strategy.</p> </div> <hr/> <p>AQ19 - increasing LGBTQ presence or leadership within other internal diversity networks or working groups (i.e., women, parents, cross-cultural)</p> <p>2020 LGBTQ+ Flagship Event</p> <p>Date of event 28 August 2020 – Friday</p> <p>Details of event Status</p> <ul style="list-style-type: none"> Wear it Purple Day Flagship event - We Are The Change Six videos were produced and published honouring the theme of We Are The Change. Videos featured staff sharing their personal stories about LGBTQ+, acceptance and inclusion. Detailed communications plan developed. 	

	<ul style="list-style-type: none"> • Department intranet page turned purple. • Wear It Purple featured in multiple articles across the department (Secretary Update, Business Bulletins), Notices in lifts. • Screen savers <p>The team responsible for the Wear It Purple day videos include:</p> <ul style="list-style-type: none"> • s. 22(1)(a)(ii) – Concept • s. 22(1)(a)(ii) – Communications, Social Media • s. 22(1)(a)(ii) – Communications • s. 22(1)(a)(ii) – Communications • s. 22(1)(a)(ii) – Campaigns and Social Media • s. 22(1)(a)(ii) – Production Services • s. 22(1)(a)(ii) – Production Services • s. 22(1)(a)(ii) – Production Services <p>The six videos produced for Wear it Purple Day featured a staff member wearing an item of clothing that featured a colour of the LGBTQ+ Pride Flag.</p> <p>Figure 81 – screenshots of staff in Pride colours for Wear it Purple day 2020 video available of the departments intranet.</p> <p>s. 47F(1)</p> <div style="border: 1px solid black; height: 150px; width: 100%; position: relative;"> <div style="position: absolute; top: 0; right: 0; width: 50px; height: 50px; background-color: yellow;"></div> <p style="position: absolute; bottom: 0; right: 0;">LGBTIQ</p> </div> <p>s. 47F(1)</p>
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s. 47F(1)

s. 47F(1)

Red (Life) -s. 22(1)(a)(ii) Corporate and Business Services

s. 47F(1)

David Lyles (Harmony) Rick Hawe (Corporate and Business Services)

- Andrew Metcalfe, Secretary (Violet – Spirit) – Inclusion in the department
- Rick Hawe (Royal Blue – Harmony) – Ally for the LGBTIQ+ community and all other inclusion networks in the department
- s. 22(1)(a)(ii) (Green – Nature) – LGBTIQ+ member and CALD member
- s. 22(1)(a)(ii) (Gold – Sun) – LGBTIQ+ member and CALD member
- s. 22(1)(a)(ii) i (Orange – Healing) – LGBTIQ+ member
- s. 22(1)(a)(ii) (Red – Life) – LGBTIQ+ member

Supporting these videos were also corporate wide screen savers and lift notices. Screen savers and lift notices featured s. 22(1)(a)(ii) (Red – Life) – LGBTIQ+ member

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 dthough@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-awei.com.au/submission-documents/>



Department of Agriculture, Water and the Environment

AUSTRALIAN WORKPLACE EQUALITY INDEX 2021

AWEI STANDING SUBMISSION

Section 1: Standing Submission: HR Policies & Practice			Score	Index	Notes
1	Foundation	Removal of the terms 'Sexual Preference' or 'lifestyle choice/s'	2	2	
2	Foundation	LGBTQ Inclusivity within Policies and Benefits	2	2	
3	Advanced	New Parent Leave Inclusive of LGBTQ Families	3	3	
4	Advanced	Travel Advice for Employees	2	2	
5	Advanced	Third Party Policies	1	2	No evidence where LGBTQ inclusion is stated on their website.
6	Advanced	LGBTQ Inclusive Domestic & Family Violence Policy	3	5	
7	Advanced	Communications on LGBTQ Inclusive and Offensive Language	3	4	Can't see any evidence of offensive language
Total HR Policies & Practice Score			16	20	
Section 1: Standing Submission: LGBTQ Bullying / Harassment & Support			Score	Index	Notes
8	Foundation	LGBTQ Training HR / Grievance Officers	0	3	Only EAP is evidenced
9	Intermediate	Behavioural Examples of what constitutes Bullying / Harassment	0	4	No examples given for LGBTQ bullying and harassment
10	Intermediate	EAP Provider	3	3	
11	Advanced	Tracking of incidents	4	4	
Total LGBTQ Bullying / Harassment & Support Score			7	14	
Section 1: Standing Submission: Trans / Gender Diverse Inclusion			Score	Index	Notes
12	Intermediate	Gender Affirmation Policy and Process Documentation	3	5	The role of the manager is not expanded upon much.
13	Intermediate	Dress Codes and Uniforms	4	4	
14	Advanced	Gender Affirmation Leave	3	4	Nothing about documentation required
15	Advanced	Gender Neutral Bathrooms and Facilities	4	4	
16	Advanced	(Forms) Non-Binary Gender Options for Employees	0	2	Evidence is not for employees and X is no longer appropriate. Points given in Q 23
17	Advanced	(IT Systems) Non-Binary Gender Options for Employees	2	2	
18	Advanced	Trans and Gender Diverse Applicants	0	6	While LGBTQ diversity and inclusion is front and centre, there is nothing specifically for TGD applicants.
Total Trans / Gender Diverse Inclusion Score			16	27	
Section 1: Standing Submission: Strategic Focus			Score	Index	Notes
19	Foundation	External Web LGBTQ Workplace Inclusion Promotion	2	2	
20	Intermediate	HR/Diversity Professional accountabilities	2	2	
21	Advanced	Executive Sponsor	2	4	No accountability mechanism evidenced
22	Advanced	Senior Management Diversity Accountability	4	4	
23	Advanced	Customer-facing LGBTQ Inclusion	3	3	
24	Advanced	Customers Information: Changing Gender Markers	3	3	Ambiguous evidence customer vs employee
Total Strategic Focus Score			16	18	
Total Standing Submission Score			55	79	

AWEI ANNUAL SUBMISSION

Section 2: Strategy & Accountability			Score	Index	Notes
1	Foundation	External LGBTQ Expertise	2	2	
2	Foundation	Documented Strategy	3	3	
3	Intermediate	LGBTQ Advisory Group	4	4	
4	Intermediate	LGBTQ Inclusion Reporting	2	2	
5	Intermediate	Media Coverage	0	2	Evidence was for their own LinkedIn account and our awards publication. No external media.
6	Advanced	Strategic Work in Recruitment, Supplier Policy or Service Provision	0	3	Not enough evidence here to give points
7	Advanced	Executive Leadership Representation	2	2	
8	Advanced	LGBTQ Inclusion Promotion	2	4	Polar Pride Day
Total Section 2 Score			15	22	
Section 3: LGBTQ Employee Networks / Resource Groups			Score	Index	Notes
9	Foundation	LGBTQ Employee Network	2	2	
10	Foundation	Network Leadership Structure	2	3	Not very specific
11	Foundation	Network Strategy / Work Plan	3	3	
12	Intermediate	Orientation / On-boarding	2	2	
13	Intermediate	Strategy and Goals	2	2	
14	Intermediate	Sustainability Plan	2	2	
15	Advanced	Allies of Trans / Gender Diverse People	2	3	Points for the QLD Trans @ Work guide.
16	Advanced	Visibility of LGBTQ Women	0	3	Insufficient documentation to provide points
17	Advanced	Intersectionality	3	3	
18	Advanced	Intersex Allies	4	4	
19	Advanced	Broader Inclusion	2	3	Points for Antarctic work
20	Advanced	Network Reporting	4	4	
Total Section 3 Score			28	34	
Section 4: Visibility of Inclusion			Score	Index	Notes
21	Foundation	Days of Significance	2	2	
22	Foundation	Visibility in the Workplace	3	3	
23	Intermediate	Ally / Champion Reference Guides	3	3	
24	Intermediate	Individual LGBTQ Inclusion Work Acknowledgement	2	2	
25	Foundation	Confidential Contacts	2	2	
26	Foundation	Communication of LGBTQ Support Information	0	2	Nothing specifically for LGBTQ employees.
27	Intermediate	LGBTQ Social Media Streams	2	2	
Total Section 4 Score			14	16	
Section 5: Training, Awareness & Professional Development			Score	Index	Notes
28	Foundation	Face-to-Face Training	2	2	
29	Foundation	Online Training	2	2	
30	Advanced	Professional Development for LGBTQ Employees	0	2	Nothing LGBTQ specific
31	Advanced	LGBTQ Inclusion Training Plan	2	4	No plan provided but progress tracked on training
32	Advanced	LGBTQ Conferences, Events and Seminars	0	2	None attended
Total Section 5 Score			6	12	
Section 6: Executive Leadership & Engagement			Score	Index	Notes
33	Intermediate	Executive Sponsor or Champion	2	2	
34	Advanced	Executive Advocacy	2	2	
35	Intermediate	CEO or Equivalent Communications	2	2	
36	Intermediate	CEO or Equivalent Speaking at Events	2	2	
Total Section 6 Score			8	8	

Section 7: Data Collection & Reporting			Score	Index	Notes
37	Intermediate	Employee Data Analysis	3	3	
38	Advanced	LGBTQ Analysis	0	3	No evidence presented
Total Section 7 Score			3	6	
Section 8: Community Engagement			Score	Index	Notes
39	Intermediate	Employer Branded Participation at Community Events	x	2	
40	Intermediate	Pro-Bono or Financial Support: LGBTQ Charities / Organisations	2	2	Donation to ACON
41	Intermediate	Fundraising	0	2	Points given above
Total Section 8 Score			2	6	
Section 9: Optional Survey			Score	Index	Notes
42	Optional	Survey Participation	2	2	
Total Section 9 Score			2	2	
Section 10: Additional Work			Score	Index	Notes
43	Network	Non-binary Day	1	1	
	Network	Vet Affairs help	1	1	
	Additional	Item Name	x	1	
	Additional	Item Name	x	1	
	Additional	Item Name	x	1	
	Additional	Item Name	x	1	
	Additional	Item Name	x	1	
	Additional	Item Name	x	1	
	Additional	Item Name	x	1	
	Additional	Item Name	x	1	
	Additional	Item Name	x	1	
	Additional	Item Name	x	1	
	Additional	Item Name	x	1	
	Additional	Item Name	x	1	
Total Section 10 Score			2	15	
Total Annual Submission Score			80	121	
AWEI TOTAL SUBMISSION SCORES					
Total Standing Submission Score			55	79	
Total Annual Submission Score			80	121	
Total AWEI Score			135	200	
ORGANISATIONAL ACTIVITY SCORES					
Core Network Activity			28		
Additional Network Activity			2		
Network Activity - Total Score			30		
Core Activity - Inclusion of Trans/Gender Diverse Employees			21		
Additional Activity - Inclusion of Trans/Gender Diverse Employees			0		
Inclusion of Trans/Gender Diverse Employees - Total Score			21		
GENERAL SUBMISSION COMMENTS					



ABN: 38 136 883 915
 414 Elizabeth St Surry Hills NSW 2010
 Telephone 02 9206 2000 Facsimile 02 9206 2134

Tax Invoice

DEPARTMENT OF AGRICULTURE, WATER AND ENVIRONMENT
 18 MARCUS CLARKE STREET
 CANBERRA ACT 2601
 AUSTRALIA
 ATT: s. 22(1)(a)(ii)

Invoice Number PID4070
 Date 14/10/2021
 Customer Code PDDAWR

Description	Net Amount
Standard Membership Renewal Period from 19 November 2021 to 18 November 2022. REF: INR3126	6,000.00

SubTotal	\$6,000.00
Tax @ 10%	\$600.00
Total Due	\$6,600.00

Remittance Advice

EFT Payment Details

Account Name ACON Health - Pride In Diversity
Bank Commonwealth Bank
BSB 062-016
Account No 10880915

Debtor Details

Client DEPARTMENT OF AG
Debtor No PDDAWR
Invoice No PID4070
Invoice Total \$6,600.00

Credit Card: We accept Visa/Mastercard/AMEX. Term of Payment 14 days.

To make online payment, please visit: <https://www.prideinclusionprograms.com.au/invoice-payment/>

[Please send a copy of remittance advice to finance@acon.org.au](mailto:finance@acon.org.au)