



# RESPECT FOR DIVERSITY POLICY

<b>Date approved:</b>	June 2014	<b>Date Policy will take effect:</b>	Immediately	<b>Date of Next Review:</b>	Nov 2022
<b>Approved by:</b>	Shannan Human				
<b>Custodian title &amp; e-mail address:</b>	Shannan Human, Manager - People and Culture, <a href="mailto:shannan@uow.edu.au">shannan@uow.edu.au</a>				
<b>Responsible Unit:</b>	People and Culture				
<b>Supporting documents, procedures &amp; forms of this policy:</b>	<a href="#">Grievance Policy</a> <a href="#">Bullying Prevention Policy</a> <a href="#">Equal Employment Opportunity Anti-Discrimination Policy</a> <a href="#">UOW Pulse Code of Conduct</a>				
<b>References &amp; Legislation:</b>	<a href="#">Disability Discrimination Act 1992 (Commonwealth)</a> <a href="#">Anti-Discrimination Act 1977 (NSW)</a> <a href="#">Community Relations Commission &amp; Principles of Multiculturalism Act 2000 (NSW)</a> <a href="#">Racial Discrimination Act, 1975 (Commonwealth)</a> <a href="#">Sex Discrimination Act, 1984 (Commonwealth)</a> <a href="#">Age Discrimination Act, 2001 (Commonwealth)</a>				
<b>Audience:</b>	UOW Pulse employees and contractors.				
<b>Expiry Date of Policy (if applicable):</b>	In place until reviewed				

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## 1 Purpose of Policy and Statement

- 1.1 UOW Pulse seeks to equip all staff with the understanding necessary to effectively function in a work environment which is free from all unlawful discrimination and which recognises the positive value of a diverse working community.
- 1.2 The University of Wollongong attracts students and staff from many diverse backgrounds, who will in turn, interact with UOW Pulse. Respect for diversity is therefore critical to maintaining a harmonious environment within all activities that UOW Pulse makes available.

## 2 Definitions

Word/Term	Definition
<b>Discrimination</b>	<p>When someone is treated unfairly because they belong to a particular group of people or have a particular characteristic.</p> <p>For example treating someone unfairly or differently because of their sex, pregnancy, race (including colour, ethnicity and descent), disability, sexual preference, religion, transgender, carer's responsibilities, marital status, social origin, political belief, employee association activity, irrelevant criminal record or age.</p> <p>Indirect discrimination occurs when there is a requirement or rule that is the same for everyone but in effect disadvantages people from a particular group more than people from other groups - unless the requirement is reasonable in the circumstances.</p>
<b>Diversity</b>	Refers to the broad spectrum of backgrounds, beliefs, attitudes, social, sexual orientation, economic, age, cultural, political and religious backgrounds of a community.
<b>Equity</b>	Means fairness for all. Treating people equitably does not mean treating all people the same.
<b>Harassment</b>	Harassment is any form of behaviour that is unwelcome to the recipient/s; offends, intimidates or humiliates the recipient/s; and targets the recipient/s for one of the reasons covered by anti-discrimination laws, such as their sex, race or disability.
<b>Indigenous Australian People</b>	Refers to Aboriginal or Torres Strait Islander people.
<b>Staff</b>	An employee of UOW Pulse.
<b>Vilification</b>	Any public act that could incite hatred, serious contempt or severe ridicule of a person, or group of people, because of their disability.

## 3 Application and Scope

- 3.1 This policy applies to all employees and contractors of UOW Pulse, who are expected to abide by the principles outlined in this policy.
- 3.2 All persons, including visitors to UOW Pulse can expect to be treated under the principles of respect outlined in this policy.

## 4 Legislative Requirements

- 4.1 UOW Pulse upholds high standards of anti-discrimination, through a number of policies, and is aware of legal obligations.



- 4.2 The following legislative requirements should be considered, in addition to this policy and other UOW Pulse policy:
- i. The Anti Discrimination Act 1977 (NSW), through which discrimination of a person is widely unlawful.
  - ii. The Racial Discrimination Act 1975 (Cth) makes it unlawful to discriminate because of a person's race, colour, nationality ethnic or ethno-religious background.
  - iii. The Sex Discrimination Act 1984 (Cth) makes it unlawful to discriminate because of they are man, woman, marital or relationship status, actual or potential pregnancy, sexual orientation, gender identity or status, intersex status or breastfeeding in public life.
  - iv. The Disability Discrimination Act, 1992 (Cth) provides protection for everyone in Australia against discrimination based on disability.
  - v. The Age Discrimination Act, 2004 (Cth) prohibits less favourable treatment of someone because of their age, or characteristics generally imputed to people of that age.
  - vi. Community Relations Commission and Principles of Multiculturalism Act, 2000 (NSW). There is a legislative requirement for the CEO of each public authority to implement the principles of multiculturalism

## 5 Policy Principles

- 5.1 The policy is based on the following guiding principles that:
- i. individuals have the right to express their ideas, theories and opinions while respecting the rights of others without fear of discrimination, harassment or bullying;
  - ii. all discriminatory behaviour which is unlawful or offensive is unacceptable and contrary to UOW Pulse's objective of creating a safe and respectful campus community; and
  - iii. discrimination is unlawful under State and Commonwealth legislation. UOW Pulse takes its obligations seriously under the NSW State and Commonwealth legislation.

## 6 Strategies designed to engender respect for diversity

- 6.1 UOW Pulse aims to achieve the principles of this policy by:
- i. establishing a diverse and enriching workforce, that is aware and adaptive to diversity;
  - ii. facilitating the employment of diverse people including Indigenous Australians at UOW Pulse;
  - iii. providing an induction and education for staff in workgroups to support their understanding of diversity at the University and in the workplace; and
  - iv. requiring managers and supervisors to undertake training to enhance their understanding of and sensitivity to equity and diversity issues in the workplace
  - v. by regularly communicating this policy and other relevant policies to staff.
  - vi. by encouraging staff to participate in campus celebrations of diversity.

## 7 Contractors

- 7.1 Contractors on campus will be required to support UOW Pulse's commitment to creating and supporting a diverse and equitable environment for all. Contractors will also be expected to promote cultural understanding and contribute towards a positive social experience.

## 8 Lack of Respect for Diversity

- 8.1 If visitors or staff members experience or observe discrimination, racist behaviour or practices on campus, they are encouraged to address the matter at the local level before it escalates and/or report the matter to the appropriate person. This may include providing feedback to the person that terminology or behaviour was offensive; that terminology was misused or behaviour was construed as intimidating or similar; asking the person to stop a particular behaviour or

cease use of the terminology.

In situations where circumstances do not provide an opportunity to do raise directly, the matter should report the incident to their immediate supervisor or other senior staff member.

- 8.2 Confidential advice in addressing the matter can be sourced from;
- i. UOW Pulse Human Resources Unit
  - ii. Unit Managers
  - iii. Senior Managers

## 9 Roles and Responsibilities

- 9.1 All Supervisors and Managers are required to:
- i. implement this policy in their work area to enable a workplace where respect for diversity is expected.
  - ii. ensure that any incident of deliberate lack of respect, that is observed or reported, is dealt with promptly.
  - iii. provide leadership in demonstrating respect for diversity; and
  - iv. role model appropriate respectful professional behaviour.
- 9.2 All staff are responsible for their own actions, and responsible for educating themselves in the appropriate standard of behaviour expected of them.
- 9.3 Roles and Responsibilities in relation to investigating a breach of this policy and procedural fairness principles are outlined in UOW Pulse Grievance Policy and/or Code of Conduct Policy.
- 9.4 All staff have a responsibility to address concerns regarding respect for diversity in a professional and fair manner. Any staff member found to have made allegations against another person which are not in good faith or which they know to be false will be subject to disciplinary action. This may include performance management and/or dismissal.

## 10 Version Control and Change History

Version Control	Date Effective	Approved By	Amendment
1	Feb 2012	Assistant General Manager	New policy created.
2	June 2014	Assistant General Manager	Updated template. Changed section 6 to highlight strategies undertaken to engender respect for diversity. Expanded where to go in matters lacking respect for diversity. Added roles and responsibilities
3	January 2017	Assistant General Manager	Logo update. 'UniCentre' replaced with 'UOW Pulse'
4	Nov 2018	Head of people and Culture	Minor wording changes