

NOTE: For the purpose of this document the term “The Company” refers to Toowoomba Regional Group Apprenticeship Company Pty Limited, Downs Group Training and DGT

EQUAL EMPLOYMENT OPPORTUNITY POLICY

The Company is commitment to achieving best practice and social justice principles, and the removal of barriers preventing access and equity to equal employment opportunities. This policy applies to all employees of The Company and participants in its training courses and/or special programs.

Equal Employment Opportunity: Equal employment opportunity (EEO) means that everyone should have fair and equitable access to jobs, employment conditions, training and promotional opportunities.

Access: Implies no one entitled to a service should face any barriers to receiving the service in comparison to other entitled persons regardless of the diversity of their backgrounds eg. age, gender, sexual orientation, race, religion, disability, culture, religion or language.

Equity: Implies fairness and means that all who are entitled to a service should be equally likely to receive them and benefit to the same level.

It does not assume that everyone has the same abilities but aims to ensure all individuals have a chance to compete with others for positions and not be denied employment opportunities because of attitudes, procedures or physical barriers which discriminate against them.

EEO aims to ensure that everyone has a fair chance to demonstrate their abilities, to use them, improve them and benefit from them. EEO is consistent with the principle of merit. It means that the best person is chosen for the job, promotion or training opportunity and that they are selected only on criteria which are relevant.

The Merit Principle

Merit is the basis of equal employment opportunity in Australia. The merit principle aims to ensure that the best person for the job is employed. It gives all people the right to be considered for a job based on their abilities, qualifications, experience, and standard of work performance

The Company embraces the principles underpinning social justice (access, equity, participation, and rights), as well as providing quality service, continuous improvement and development. The Company acknowledges access and equity principles underline the belief that all people should have equal access to services regardless of the diversity of their background

Objectives:

The Company aims to achieve the following –

- policies, procedures and practices consistent with EEO principles in the areas of recruitment, selection, promotion, training and development, and conditions of service
- to fully utilize and develop the potential of every employee
- ensure employment practices are based on the principles of merit
- eliminate direct and indirect discrimination in employment practices
- improve Management, Host Businesses, Employees and Staff’s awareness and understanding of the principles of access and equity through various company policies and practices

The policy is based on the principle of recruiting and promoting people on merit. This commitment is to be interpreted to be consistent with Equal Employment Opportunity legislation regarding the merit principle as the basis for selection and promotion decisions.

In order to achieve this policy and to dispel any appearance of illegal disparity, company personnel must be aware of, understand, and abide by this principle, and be held accountable for achieving policy objectives.

As an employer, The Company has a responsibility to eliminate and ensure in accordance with the various Acts referenced below, the continued absence from within its structure of any source of direct or indirect discrimination, victimisation, sexual harassment and vilification in the workplace.

The Company acknowledges its legal obligations under Federal and State legislations to ensure all company procedures and practices are fair, just, equitable, and non-discriminatory.

Where applicable and reasonable, The Company will adopt new work practices, and amend existing practices to meet the requirements of this policy.

The Company's commitment to access, equity and equal employment opportunity is reflected in various company operating principles eg. Company Core Values, Code of Conduct, Mission Statement and Workplace Gender Equality Policy.

If you are not satisfied with the support and handling of any equal employment opportunities complaints then you may wish to contact

- Anti-Discrimination Commission Queensland at Level 20, 53 Albert Street, Brisbane, 4001 or toll free phone no 1300 130 670
- Anti-Discrimination Board of NSW on (02) 9268 5544 or Toll free Enquiries: 1800 670 812 (if you are calling from regional NSW); or
- your union who may be able to provide you with advice.

Reference:

Note – Cth refers to Commonwealth

Equal Employment Opportunity Act
Anti-Discrimination Act QLD
Anti-Discrimination Act NSW
Australian Human Rights Commission Act (Cth)
Sex Discrimination Act (Cth)
Age Discrimination Act (Cth)
Disability Discrimination Act (Cth)
Racial Discrimination Act (Cth)
Workplace Gender Equality Act (Cth)
Office of Industrial Relations NSW

Resources/Links

- The Australian Human Rights Commission GPO Box 5218 Sydney NSW 2001 Telephone: (02) 9284 9600 or 1300 656 419