

Title	Diversity and Inclusion	Version	3
Policy No.	BP2021/02	Effective date	29/03/2021

1. OVERVIEW

Forestry Corporation (FCNSW) recognises the value and benefits from a workplace that is diverse, inclusive and respectful of individual differences. This means that at FCNSW we are committed to creating a culture that embraces a range of skills, backgrounds and experiences, and promotes an environment where employees feel that they are:

- Respected for who they are and able to be themselves,
- Connected to their colleagues and feel they belong, and can
- Contribute their perspectives and talents to the workplace

2. BACKGROUND

This policy sets out FCNSW's guidelines for promoting and enhancing diversity and inclusion within FCNSW.

3. SCOPE

This policy applies to all FCNSW's directors, employees and contractors in all work contexts.

4. POLICY

4.1 FCNSW's commitment to diversity and inclusion

FCNSW's commitment to diversity extends to all areas of the business. FCNSW aims to facilitate an inclusive and collaborative workplace culture by:

- Promoting awareness of the value of workplace diversity in FCNSW and removing any barriers to diversity that may exist
- Appreciating and respecting the unique differences that each employee brings to the workplace
- Attracting, developing and enhancing a highly skilled and diverse workforce that supports continuous performance improvement and the achievement of FCNSW goals
- Having an environment that encourages the development of skills and experience for diversity in management and leadership-based roles
- Providing equal employment opportunities with appointment based on capability, performance, potential and cultural fit.
- Helping to maintain a safe work environment free from unlawful harassment, bullying and victimisation
- Fostering flexible working practices through the provision of flexible working arrangements
- Providing leave that supports staff during different life stages (e.g. parental leave, purchasing additional paid leave, transition to retirement)

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4.2 Measurable Objectives

The Board of Directors and the People Committee will establish measurable objectives for enhancing diversity within FCNSW. The People Committee will monitor the implementation of FCNSW's diversity programs and initiatives to support FCNSW's diversity objectives on an annual basis. The CEO will report annually to the Board on progress towards these objectives.

4.3 Key Metrics

FCNSW provides data for the NSW Workforce Profile Report. The Workforce Profile includes demographic information, such as age, gender, EEO (Equal Employment Opportunity) group membership and work location as well as employment information such as hours worked, leave patterns and remuneration. The data provides trends on the composition of FCNSW's workforce.

4.4 Responsibilities/Accountabilities

The Board is accountable for:

- Establishing diversity related objectives and monitoring their progress
- Role modelling expected behaviours and practices

CEO/SMT are accountable for:

- Role modelling expected behaviours and practices
- Addressing and resolving any escalated issues that are raised
- Measuring progress on diversity related objectives and initiatives and reporting to the People Committee

Managers/Supervisors are accountable for:

- Ensuring their direct report employees understand their obligations under this policy
- Providing a fair and inclusive workplace for all employees
- Monitoring compliance with EEO, bullying, harassment principles and organisational policies

Employees are accountable for:

- Not engaging in unlawful behaviour or practices
- Encouraging other work colleagues to comply with the principles outlined in this policy
- Identifying and reporting discriminatory or harassing practices or behaviours immediately to management

5. BREACHES OF THIS POLICY

If this policy including its principles and its spirit is not adhered to, it may result in disciplinary action, including a warning, transfer, counselling, demotion or termination, depending on the circumstances.

6. RELATED LEGISLATION

- Government Sector Employment Act 2013
- Fair Work Act 2009 (Cth)
- Age Discrimination Act 2004 (Cth)
- Disability Discrimination Act 1992 (Cth)
- Equal Opportunity for Women in the Workplace Act 2012 (Cth)
- Human Rights and Equal Opportunities Commission Act 1986 (Cth)
- Racial Discrimination Act 1975 (Cth)
- Racial Hatred Act 1995 (Cth)
- Sex Discrimination Act 1984 (Cth)
- Anti Discrimination Act 1977 (NSW)
- Work Health and Safety Act 2011 (NSW)

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7. RELATED POLICIES

- Code of Conduct
- Bullying, Harassment & Discrimination Policy
- Recruitment & Selection Policy
- Flexible Work Policy
- Purchased Leave Policy
- Health and Safety Policy
- Grievance Policy
- Managing Unsatisfactory Performance & Misconduct Policy

8. RELATED DELEGATIONS

- Not applicable

9. RELATED DOCUMENTS

- Values & Behaviours Framework
- Fair & Just Culture Decision Matrix Tool
- Diversity & Inclusion Framework
- Bullying, Harassment & Discrimination Procedure
- Flexible Work Procedure
- Managing Unsatisfactory Performance & Misconduct Procedure

10. REVISION HISTORY

Version	Policy Number	Date
1	P2014/01	16/06/2014
2	P2015/02	02/08/2015
3	P2021/02	29/03/2021

11. DATE OF NEXT REVIEW

March 2124

12. CONTACT OFFICER

General Manager, People & Safety

Executive Endorsement



Acting Chief Executive Officer