

Title	Diversity and Inclusion	Version	4
Policy No.	BP2024/04	Effective date	29/11/24

1. OVERVIEW

Forestry Corporation (FCNSW) values the diversity of its employees and recognises that diversity is supported and enhanced by an inclusive workplace culture. We are committed to finding ways to encourage a diverse and inclusive workforce that embraces a range of skills, backgrounds and experiences, whilst promoting a safe 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

This policy sets out FCNSW's guidelines for achieving diversity and inclusion objectives within FCNSW.

2. SCOPE

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

3. POLICY

FCNSW's commitment to diversity and inclusion extends to all areas of the business. The objectives of this Policy are to ensure that FCNSW:

- Promotes awareness of the value of workplace diversity and removes any barriers to diversity that may exist
- Respects and leverages the unique experiences that each employee brings to the workplace
- Attracts, and develops a highly skilled and diverse workforce that supports continuous performance improvement and the achievement of FCNSW goals
- Provides equal employment opportunities with appointments based on capability, performance, potential, and cultural fit
- Maintains a safe work environment free from harassment, bullying and unlawful behaviour
- Creates an environment where employees feel safe to speak up and act against behaviours that negatively impact themselves or others
- Complies with all relevant legislation

4. IMPLEMENTATION

In achieving the goals, FCNSW is focused on:

- Implementing a Diversity and Inclusion Strategy that sets objectives and initiatives to enhance diversity and inclusion in the workplace
- Establishing objective goals to measure and report on progress
- Communicating expectations and responsibilities of managers/supervisors and employees to ensure a safe and inclusive workplace free of discrimination, harassment and victimisation where employees feel empowered to speak up
- Promoting awareness of our Code and Conduct and policies to support an inclusive workplace
- Encouraging flexible work arrangements and providing leave that supports employees during different employment life stages
- Delivering inclusive leadership programs and tools to support and embrace diversity and inclusion in the workplace
- Making reasonable workplace adjustments to resolve any potential recruitment barriers and to enable employees to fully participate in their role and the business
- Supporting employees who have experienced or are subject to family and domestic violence

5. REPORTING

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

5.1 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.

6. ROLES AND RESPONSIBILITIES

Board Responsibilities:

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

CEO/ELT Responsibilities:

- 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

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Managers/Supervisors Responsibilities:

- Role modelling expected behaviours and practices
- 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

Employee Responsibilities:

- Role modelling expected behaviours and practices
- 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
- Completing mandatory training relating to this policy

7. 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.

8. RELATED LEGISLATION

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

9. RELATED POLICIES

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

10. RELATED DELEGATIONS

- Not applicable

11. 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

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12. REVISION HISTORY

Version	Policy Number	Date
1	P2014/01	16/06/2014
2	P2015/02	02/08/2015
3	P2021/02	29/03/2021
4	P2024/04	29/11/24

13. DATE OF NEXT REVIEW

November 2026

14. CONTACT OFFICER

General Manager, People & Safety

Executive Endorsement



Chief Executive Officer