

Workplace Equality and Respect Model

MEDIUM TO LARGE ORGANISATIONS



**Our
Watch**

Preventing violence
against women

Acknowledgement of Country

Our Watch acknowledges the Traditional Owners of the land across Australia on which we work and live. We pay respects to Elders past and present and recognise the continuing connection Aboriginal and Torres Strait Islander people have to land, culture, knowledge, and language for over 65,000 years.

As a non-Aboriginal organisation, Our Watch understands that violence against Aboriginal and Torres Strait Islander women and children is an issue for the whole community. As highlighted in Our Watch's national resource *Changing the picture*, the evidence clearly shows the intersection between racism, sexism, and violence against Aboriginal and Torres Strait Islander women.

Our Watch has an ongoing commitment to the prevention of violence against Aboriginal and Torres Strait Islander women and children, who continue to suffer from violence at a significantly higher rate than non-Aboriginal women. We acknowledge all Aboriginal and Torres Strait Islander people and organisations who continue to lead the work of sharing knowledge with non-Indigenous people and relentlessly advocate for an equitable, violence-free future in Australia.



"Our work lives have a significant influence on us professionally and personally, and help shape our attitudes, beliefs and behaviours around gender and violence against women."

— Our Watch Workplaces Team

Other acknowledgements

The Workplace Equality and Respect Model builds on the original 2014 Workplace Equality and Respect Standards. The revised model, developed by the Our Watch team, Dr Anuradha Mundkur, Alisha Taylor-Jones, and Maria Coviello, reflects the evolution of legislative frameworks to prevent violence against women and incorporates intersectional approaches to strengthen its foundations.

We also acknowledge the valuable contributions and expertise of the following individuals, whose input helped refine and enhance the model:

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PART 1

Workplace Equality and Respect Model

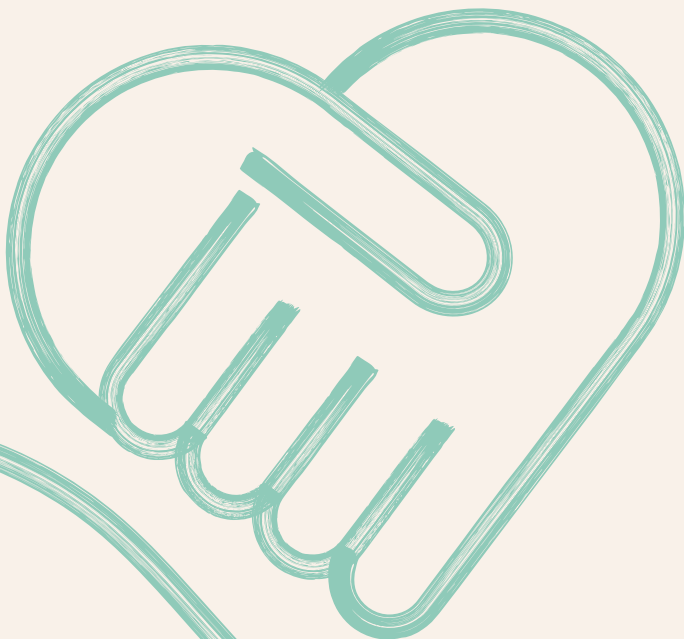
“Workplace cultures that normalise inequality also normalise abuse. When women and gender-diverse people are marginalised, underrepresented, or unheard, violence can flourish unchecked.”

— **Respect@Work Report, Australian Human Rights Commission¹**

Why a Workplace Equality and Respect Model?

Creating a workplace culture that values gender equality and respect is a powerful driver of safety and is critical for preventing gender-based violence at work. To create workplaces that are free from gender-based violence, you need to actively promote gender equality.²

Why? Whether it shows up in pay gaps, imbalances in leadership teams, or everyday disrespect, gender inequality creates the conditions where harassment and violence can take hold. When you lead with fairness and respect, people feel safe speaking up, contributing, and thriving. You'll attract top talent, mitigate risks, and foster a stronger, more resilient workplace.





No matter what kind of organisation you are part of, whether you're a sole trader, running a small business, working in a community group, a large company, the public sector, or a non-profit, you have a role to play in creating a workplace culture that values gender equality, respect, and inclusion.

Building this kind of culture helps you meet your legal responsibilities, protect your people from harm, and build a strong, trusted reputation in your community and sector.

When everyone feels safe, respected, and included, your organisation becomes a better place to work, collaborate, and grow.

Why does workplace equality and respect matter?

Creating gender-equal and respectful workplaces is not just the right thing to do, it also gives your workplace a strategic advantage. Workplaces that fail to meet these standards face significant legal, financial, and reputational risks. Leaders in this space strengthen their brand, attract top talent, and unlock higher levels of employee engagement and performance.³

It's also important to recognise that people experience work differently depending on things like their age, disability, gender identity, and their race or ethnicity. When you design your workplace with these differences in mind, you create an environment where everyone feels safe, respected, and able to contribute.

Workplaces are always changing. Whether you're working remotely, in a hybrid setup, or using new digital tools, the way you run things can either support or undermine gender equality and respect. It all depends on how those systems are designed and managed. People today expect fairness, safety, and respect—not just in how they're treated, but in

how work gets done. That's why it's essential to incorporate gender equality and respect into your culture, processes, and physical and online spaces. The choices you make now will shape whether your workplace repeats old patterns or sets a new standard for safety, fairness, and inclusion.

Creating safe and respectful digital workplaces

In today's workplaces, online spaces and digital tools are central to how we communicate and collaborate, from email and instant messaging to collaboration platforms and social media, but they also carry risks that can impact respect and safety. In Australian workplaces, tech-based gender-based violence can include harassment via messaging apps, inappropriate or abusive comments on internal platforms, stalking through social media, or the misuse of features like message deletion to conceal abuse. These risks are amplified by the immediacy and openness of digital communication, the diversity of stakeholders interacting with these tools, enhanced online monitoring capacity used to stalk staff, and limited monitoring or response capacity. This is an emerging area of work that requires organisations to think critically about the tools they use, how they are configured, and the cultural and policy settings that govern them. Intervening through workplace culture, clear policies, and tool features can help mitigate harm and create safer and more respectful online environments.⁴



The business case for gender equality and respect^{5, 6, 7}

- Improvement in women's workplace wellbeing and the wellbeing of employees of all genders. Gender-based violence at work is linked to anxiety, depression, burnout, and absenteeism, costing the Australian economy over \$3.8 billion annually.⁸
- Higher morale and better teamwork, lower absenteeism, higher productivity, reduced burnout, and better safety outcomes. An evaluation of the Gender Equality Seal program, which aims to help businesses close gender gaps and improve workplace culture, was rolled out across 14 countries in over 750 companies. The evaluation found that when businesses take real steps to promote gender equality, everyone benefits.⁹
- Better performing organisations with more innovation, cohesion, and resilience. Attracting top talent, adapting well to change, and mitigating costly risks such as turnover and reputational harm. As the

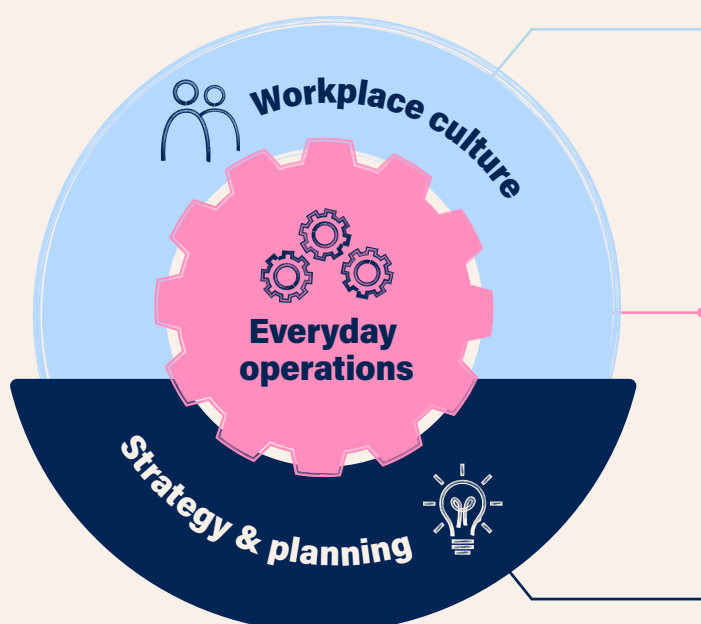
Boston Consulting Group notes, inclusive workplaces build engaged, productive, and collaborative teams with lower attrition.¹⁰

What you can do

Recent changes to the Sex Discrimination Act and Work Health and Safety laws mean workplaces now have a positive duty to actively mitigate risk and prevent discrimination, harassment, and psychosocial harm. Meeting these obligations isn't just about ticking boxes, it's about creating a culture where safety, gender equality, and respect are part of how you lead, work, and grow.

The Workplace Equality and Respect Model provides a practical framework for building a safer, fairer, and more gender-equal workplace. It's flexible, so you can tailor it to your size, sector, and where you're at, whether you're just starting out or already have strategies in place. It also supports your planning around psychosocial risks, helping you strengthen what's working and close any gaps.

The Workplace Equality and Respect Model



Culture is what people feel and experience every day at work.

It's shaped by leadership, systems, and behaviours. Create an environment where promoting safety, gender equality and respect are clearly expected, consistently modelled by leaders, and backed up by policies, training, and accountability at every level.

This is about putting gender equality, respect and safety into action across everything you do.

Gender equality, safety and respect should show up in everything you do—from how you deliver services and choose suppliers to how your teams work and make decisions.

Think of this as the foundation.

It's about weaving the values of gender equality, safety and respect into your strategic planning and decision-making from the start, not just adding it on later.



Strategy and planning in practice

- **Plan with purpose:** Make gender equality and respectful workplace practices part of your planning. They can be applied across a wide range of areas, from your goals and risk management to your policies on harassment, flexible work, parental leave, recruitment, and performance reviews. These values should be built into the way your workplace operates, not added on later.
- **Use data to guide decisions:** Set up ways to track how you're doing on gender equality, inclusion, and safety. Use that information to keep improving.
- **Stay on top of your legal responsibilities:** Make sure your planning includes your obligations under anti-discrimination and workplace safety laws. It helps you reduce legal risk and protect your reputation.

Examples of actions

- ✓ Set clear goals around gender equality and respectful behaviours in strategic plans.
- ✓ Review and update policies related to harassment, flexible work arrangements, parental leave, recruitment, and performance reviews to ensure they reflect inclusive and respectful practices.
- ✓ Include gender equality in risk assessments to proactively identify and address potential issues.
- ✓ Set targets, such as gender-balanced leadership, and monitor progress over time.

Workplace culture in practice

- **Lead with purpose:** Ensure that you and your leadership team set the tone by modelling respectful behaviour that values fairness, equity, and mutual respect — and reinforcing it through everyday actions. Equip your managers with the skills they need to support diverse teams, address issues confidently, and create a workplace where everyone feels safe, heard, and valued.
- **Check your systems:** Look at things like pay, promotions, and who's in leadership roles. Running equity checks helps you spot and fix barriers that might be holding people back.
- **Hire and grow fairly:** Build recruitment and development processes that are fair, inclusive, transparent, and reflect the importance of gender equality, so you can attract and keep great people from all backgrounds.

Examples of actions

- ✓ Develop safety, respect and gender equality KPIs tied to leaders' goals, promotion, and pay. This matters because what leaders tolerate is the number one predictor of harassment risk.
- ✓ Support high-risk teams where culture is slipping. This can be done through facilitated sessions on what respect looks like in their workplace, activities where staff co-create behavioural norms and practice, and reflection exercises to reinforce those norms.



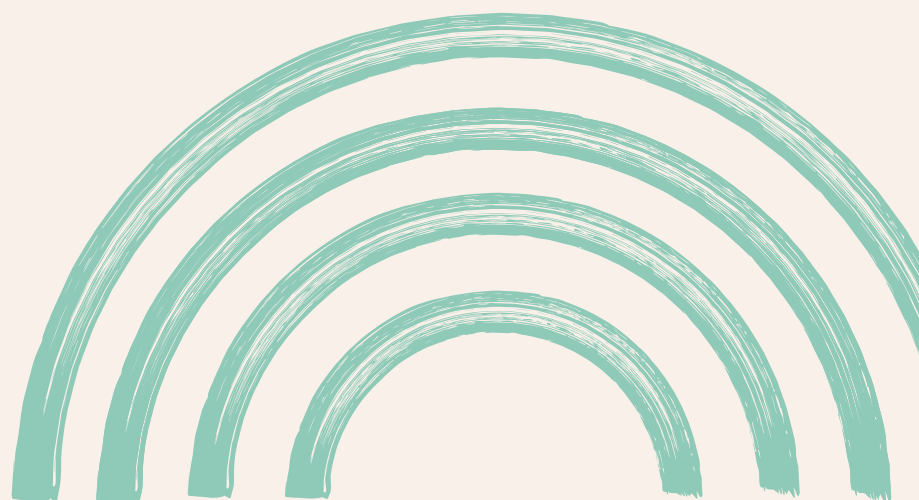
Everyday operations

- **Create safer workplaces:** You can set up clear, confidential, and trauma-informed ways for people to report and respond to workplace misconduct and sexual harassment. This helps build trust and shows your commitment to safety and respect.
- **Engage clients and communities inclusively:** When you design and deliver services, make sure they're accessible, culturally responsive, and inclusive of all genders. Pay particular attention to groups who often face disadvantage or discrimination.
- **Work with ethical suppliers and partners:** You have the power to shape procurement and partnerships by embedding gender equality, safety and respect into your supplier codes of conduct and decision-making criteria. It's a great way to extend your values beyond your own organisation.
- **Communicate with integrity:** Through your marketing and internal and external communications you can challenge outdated gender norms. Use gender-inclusive language and visuals, like showing women in leadership or technical roles, and men in caregiving roles or taking carer leave.

- **Design inclusive spaces:** Think about lighting, noise control, privacy, and other psychosocial factors. Inclusive design principles that support policies on safety, respect and gender equality can ensure everyone feels welcome and valued in the workplace.

Examples of actions

- ✓ Treat sexual harassment as a preventable work design risk, which is named as a formal hazard in the risk register.
- ✓ Consult with employees on risk prevalence and mitigation, run annual risk assessments, and redesign risky roles and situations.
- ✓ Co-design safe reporting channels (more than just HR), committing to fast handling and auditing for retaliation risks.





Setting the scene

CASE STUDY

When good intentions aren't enough

At a growing professional services firm, Aisha, a mid-level manager, was known for her strong work ethic and leadership potential. She was also one of the few women of colour and the only visibly Muslim woman in her department.

Over time, Aisha noticed subtle but persistent patterns. She was interrupted in meetings, her ideas were overlooked until repeated by others, and she was often excluded from informal team discussions after work, which were usually held at bars. A senior manager occasionally made remarks about her 'calm temperament' or asked intrusive questions about her faith and clothing.

When a new team member began sending inappropriate messages after hours, Aisha felt unsafe but unsure how to respond. The company had a code of conduct, but no one had ever discussed what respectful behaviour actually looked like. The HR policy existed, but it was written in legal language and was hard to find on the intranet. When she raised her concerns, a manager told her to 'take it as a compliment' and suggested she 'focus on fitting in.'

Aisha's experience wasn't just about one person's behaviour, it reflected deeper issues:

- no clear leadership accountability for gender equality and respect
- a workplace culture that tolerated everyday bias and 'banter'
- systems that didn't recognise how gender, race, and faith intersect to shape people's experiences
- no safe, confidential options for raising concerns or seeking support

Eventually, Aisha reduced her hours and later left the organisation. A staff survey conducted afterwards revealed that several employees, including those from migrant and LGTBQIA+ backgrounds, had similar experiences but never reported them.

This workplace didn't set out to cause harm. But without proactive systems, clear expectations, or confident leadership, bias and disrespect became part of the norm.

What could the workplace in the case study have done differently, and what can it do now?

By using the [Workplace Gender Equality and Respect Model](#) and [How-to guide: Leading gender equality, safety and respect](#), workplaces can move from silence and hesitation to real prevention. You can foster a workplace where everyone feels safe to speak up, and gender equality, safety, and respect are built into everyday decisions, systems, and behaviours.

Source: This scenario is inspired by the real-life stories from [WorkSafe Victoria](#) and [1800RESPECT](#).



PART 2

How-to-guide: Leading gender equality, safety and respect

The good news is that creating a safe, equal, and respectful workplace is possible.

More and more workplaces are showing that real change happens when there's genuine commitment and consistent action behind it. It's not about ticking boxes, it's about building a culture where everyone feels valued, heard, and supported. This guide brings together practical tips and insights from a variety of trusted and credible sources. You can explore these references, along with extra tools and resources to help you on your journey, in the section [Further reading](#).

Leading a medium or large workplace comes with its fair share of challenges and rewards. Beyond delivering your core services or products, there's the ongoing work of keeping the business running smoothly. From managing compliance and certifications to meeting reporting obligations and securing operational approvals, the demands can quickly add up. As your workplace grows, so do your obligations.

» Workplaces of different sizes have different obligations and resources. This guide is designed for a workplace with over 100 employees. You can find more information for sole traders and micro-workplaces (with zero to 20 employees) [here](#). And you can find more information for small workplaces (with 21–99 employees) [here](#).

For workplaces with over 100 employees, there are additional requirements, including reporting to the Workplace Gender Equality Agency (WGEA). This involves tracking and reporting on gender equity, pay gaps, and workplace policies that support gender equality and respect.

The last thing any organisation needs is to be dealing with unsafe or unwelcome behaviour, whether it's coming from customers, clients, suppliers, or colleagues. These behaviours don't just affect individuals, they disrupt teams, erode workplace culture, and undermine trust across the organisation.

Still, the path can be challenging. Many workplaces face overlapping barriers that slow progress. Harassment, discriminatory jokes, and everyday disrespect can get downplayed or ignored, sending the wrong message that harmful behaviour is acceptable.

Structural inequalities like pay gaps, limited career pathways, and underrepresentation in leadership, continue to exclude people, especially women, Aboriginal and Torres Strait Islander peoples, and people with disabilities. Stereotypes and power imbalances can silence voices and leave people feeling present but without influence.

These issues are deeply connected. They won't shift through one-off initiatives or good intentions alone. Meaningful change requires deliberate action across three key areas outlined in the Workplace Equality and Respect Model.



Every part of the business, from leadership to frontline teams, needs to play a part. Change happens when gender equality, safety, and respect are built into everyday decisions, behaviours, and systems and not just written into policies or spoken about in meetings.

This guide is designed to help your workplace take practical steps to embed gender equality, safety, and respect at every level. It's written for senior leaders and HR professionals in medium and large workplaces—whether you are a business, government department, public sector organisation, or a non-profit.

Remember, people experience the workplace differently

Everyone experiences work differently. Things like our background, gender, age, disability, sexuality, or culture all shape how we show up and how others see us. These differences can affect what feels safe, fair, or welcoming at work.

For example, a woman with a disability may face different barriers than one without, and a lesbian woman with a disability might face extra challenges because of how people view sexuality and disability.

Sometimes, business practices unintentionally exclude people, like holding events at night that make it hard for those with caring responsibilities to attend.

Small changes can make a big difference to how included and respected people feel.

Resources



» [Intersectionality in the workplace: A starter kit for flexible work and talent management](#) is a starting point for workplaces to promote inclusive gender equality as a key approach to fostering workplace equality and respect.

» [Creating safe, equal and respectful workplaces for Aboriginal and Torres Strait Islander women: A beginner's guide](#), which draws on the evidence base of *Changing the picture: A national resource to support the prevention of violence against Aboriginal and Torres Strait Islander women and their children*, to guide efforts to prevent violence and promote respectful, safe, and inclusive workplace environments.

» [Creating safety, equality, inclusion and respect for women with disabilities in the workplace: A guide](#), offering practical guidance on fostering accessibility and inclusion, informed by the evidence base of *Changing the landscape: A national resource to prevent violence against women and girls with disabilities*.

» [Pride in Prevention Evidence Guide](#) from Rainbow Health Victoria, as well as in *Pride in Diversity's Australian Workplace Equality Index (AWEI)* publications.

Next

Follow these 3 steps:

STEP 1

Check where you're at

STEP 2

Look at the data

STEP 3

Take action



How-to-guide: Check where you're at

STEP 1

Check where you're at

Gender-based violence at work, like sexual harassment, often happens when there's unfair treatment, stereotypes, or a lack of respect toward certain people.

Before diving into new initiatives around workplace gender equality and respect, it's a good idea to pause and check how ready your business is. Think of it as a quick health check for your workplace culture.

The 'Am I ready?' starter scan helps you take stock of what's already in place, including things like policies, leadership support, available resources, and the overall vibe of your workplace. It's a simple way to spot what's working, where there might be gaps, and what could use a bit of attention.

This isn't a one-size-fits-all checklist. Whether you've got 25 people in one office or 90 staff spread across a few locations, the tool can flex to suit your setup. It's designed to help you make changes that are practical, targeted, and backed by your team.

Before you kick off any new work around gender equality and respect in your workplace, there are a few things worth keeping front and centre.

Get leadership on board

Make sure your leaders, whether that's you, a manager, or a business owner, understand why gender equality and respect matter. It's not just about ticking boxes; it's about creating a better environment for your workplace. Share the benefits of gender equality, safety, and respect with leaders and teams across the organisation, highlighting how these practices support wellbeing, performance, and retention. Offer or take up training so leaders feel confident backing respectful workplace practices. Resource this work meaningfully, and communicate openly about what is learned, including what changes will and won't be made, to build trust and accountability.

Set up a project team

You don't need a big committee. Just pull together a small group from different parts of the organisation or business who can help lead the work.

Plan your communications

Let your team know what's happening and why. Talk about your values, what respectful behaviour looks like, and how people can speak up safely. You can even bring clients and partners into the conversation if it makes sense.



Some Our Watch tools that can help you get started are:

- » [Setting up for success.](#)
- » [Am I ready? Starter scan.](#)
- » [Toolkit: Communicating safety, gender equality and respect in the workplace.](#)
- » [Toolkit: Engaging leaders to prevent gender-based violence in the workplace.](#)

Resources



- » [Link between gender inequality and violence.](#) Learn how gender inequality contributes to violence and harassment.
- » [How to take an intersectional approach.](#) Understand how different identities and experiences affect the risk and impact of violence.
- » [Free events and webinars.](#) Join free webinars and training sessions to learn how to create safer, more respectful workplaces.



Setting up for success

HANDOUT

There are practical and logistical considerations for undertaking this work (resourcing time, personnel, expertise, and finance). Ask these questions to check if you have all the building blocks in place before you begin:

1. **Has our leadership team (CEO/board members/senior executives) committed to creating a safe, gender equal, and respectful workplace? If not, you can check out Our Watch's [Engaging leadership teams](#).**

☐ Yes ☐ No

2. a) **Do we have a team to lead work on implementing Workplace Equality and Respect (or if it's yourself, is there expertise you can draw on)?**

☐ Yes ☐ No

- b) **Has this team's (or your) engagement in this work been factored into their workplan?**

☐ Yes ☐ No

3. **Do we have the time, people, and budget to support this work meaningfully? Are there existing teams (for example, HR, diversity and inclusion, workplace health and safety) with the capacity and expertise to lead or support this initiative?**

☐ Yes ☐ No

4. **Do we have trusted channels for feedback on workplace culture issues that we can use?**

☐ Yes ☐ No

5. **As a workplace, are we confident that:**

- a) **We have trained key staff who know how to respond appropriately and safely to disclosures of gender-based violence or discrimination?**

☐ Yes ☐ No

- b) **Our staff know where to seek support if they are experiencing gender-based violence?**

☐ Yes ☐ No

- c) **Our staff know what processes we have in place to disclose experiences of gender-based violence?**

☐ Yes ☐ No

- d) **We know what would help our workplace feel more prepared to respond safely and appropriately?**

☐ Yes ☐ No

6. **As a workplace, are we confident that we have policies and procedures to respond appropriately to disclosures of gender-based violence (including family and domestic violence and sexual harassment) and/or gender-based discrimination?**

☐ Yes ☐ No

If you answered 'no' to any of these questions, you would need to take action to address the gaps you have identified. Please have a look at the [Our Watch website](#) to view relevant resources (tipsheets, toolkits, webinars, videos and checklists) to help meet the readiness requirements.

You can contact the Our Watch Workplaces team at:
equalityandrespect@ourwatch.org.au.



'Am I ready?' starter scan for Workplace Equality and Respect

HANDOUT

This tool is here to help you get started (or keep going) on building a workplace culture that's fair, respectful, and safe for everyone. It offers a set of guiding questions to help you think through what needs to be in place before you begin building a more gender-equal and respectful workplace, one that actively works to prevent gender-based violence at work. It's designed for senior executives, HR, and Diversity & Inclusion teams.

The first set of questions is designed to help you reflect on your workplace culture and everyday practices. It can be helpful to explore these with a few staff members or chat with peers or people in your network. That way, you get a mix of perspectives. The answers will give you a clearer picture of what might help drive positive change and where you might hit some bumps along the way. Knowing upfront what resistance you might face means you can plan and be ready to respond.

My workplace's culture and everyday practices

Understand readiness for another culture shift

1. How do employees generally respond to organisational change?

2. What concerns might people have about a gender equality and gender-based violence prevention initiative?

3. What barriers could prevent engagement, for example, time pressures, cynicism, or perceived irrelevance?



4. Who are likely to be the biggest champions and resisters of this change, and why?

5. Are there influential individuals or groups who may resist or undermine change efforts—intentionally or unintentionally?

Consider contextual influences on organisational culture

1. What internal factors are motivating this culture change initiative, for example, values, leadership priorities, staff feedback, workplace incidents, or a desire to create a safer and more inclusive environment?

2. Why does our workplace believe a culture change is needed at this time?

3. What internal goals or challenges are we hoping this initiative will address, for example, improving trust, increasing gender equality, reducing staff turnover, or strengthening wellbeing)?



4. What external pressures shape our approach to gender equality, for example, legislation, industry standards, or social expectations?

5. How does our workplace compare with peers or competitors in advancing gender equity?

6. Are there partnerships or networks we could leverage to strengthen our culture change initiative?

Understand appetite for change

1. How have previous workplace change initiatives been received and sustained?

2. Have we successfully implemented other culture change initiatives in the past?

☐ Yes ☐ No

3. What has helped or hindered our workplace or culture change efforts in the past?



What supports, knowledge, or tools would help me and/or my leadership team feel more confident leading by example on gender equality and respectful practices?

- ☐ Access to practical guidelines or training
- ☐ Networking with like-minded practitioners
- ☐ Coaching or mentoring
- ☐ More time or funding
- ☐ Other:

How do my staff, clients, or collaborators typically respond to conversations about gender equality or respectful workplace culture?

- ☐ Highly supportive and engaged
- ☐ Mixed reactions: there is some interest, some resistance
- ☐ Little awareness or openness
- ☐ I'm not sure, I haven't explored this yet

If you're not yet ready or feeling unsure, that's okay. Starting with curiosity and a willingness to learn is a strong first step. Focus on small, practical actions, seek out support or resources, and connect with others who are also learning.

Please have a look at the [Our Watch website](#) to view relevant resources (tipsheets, toolkits, webinars, videos and checklists) to help meet the readiness requirements.

You can contact the Our Watch Workplaces team at: equalityandrespect@ourwatch.org.au.



STEP 2

Look at the data

Before you make any changes, it's a good idea to get a clear sense of what your workplace culture looks like right now. Think of this step as taking a snapshot. What's working? What's missing? Use that to decide what needs attention.

Ask your team

Start with a few simple surveys or informal chats to hear what your staff think about gender equality, respect, and safety at work. If you can, run a couple of focus groups or interviews. Bringing in someone external can help people feel more comfortable speaking up.

Check your policies

Take a look at what you already have in place around things like gender equality, harassment, and family violence. Are the policies clear, up to date, and easy for your team to understand and use?

Fill in the gaps

Are you missing information? Feedback from casual staff or insights from different teams? Make a plan to gather it. The goal is to build a picture that helps you answer these questions:

- What's our current situation?
- What are we doing well?
- Where are the gaps?
- What should we focus on next?

This doesn't need to be complicated. Even a few well-placed questions and a quick policy review can give you valuable insights to guide your next steps.

Alert!

When only a few employees identify as Aboriginal or Torres Strait Islander, LGBTIQ+, living with disability, or from migrant and refugee backgrounds, they can be easily identified. Collect and report data in ways that protect confidentiality and build trust.

- Avoid publishing data when fewer than 10 people are represented — instead, report broader trends or use qualitative insights.
- Consider grouping by theme (for example, 'staff balancing care responsibilities') rather than by specific identities.
- Work with staff networks or representatives to decide what data is collected, how it's stored, and how findings are shared.
- Co-design reporting formats so they reflect lived experience respectfully, not just as statistics.
- Focus on insight, not identification, by describing patterns or barriers (for example, 'Some staff reported feeling excluded in informal settings') instead of quoting small percentages.

When people share personal aspects of their identity, they're taking a risk. Handling that information carefully shows that your organisation values their privacy and lived experience. Protecting confidentiality ensures:

- **safety:** people feel secure sharing honest feedback without fear of being singled out
- **trust:** people see that their information leads to positive change, not exposure or tokenism
- **respect:** diverse experiences are represented with care and dignity, not reduced to numbers.

This is especially true when working with small or identifiable groups.



Develop your organisational snapshot

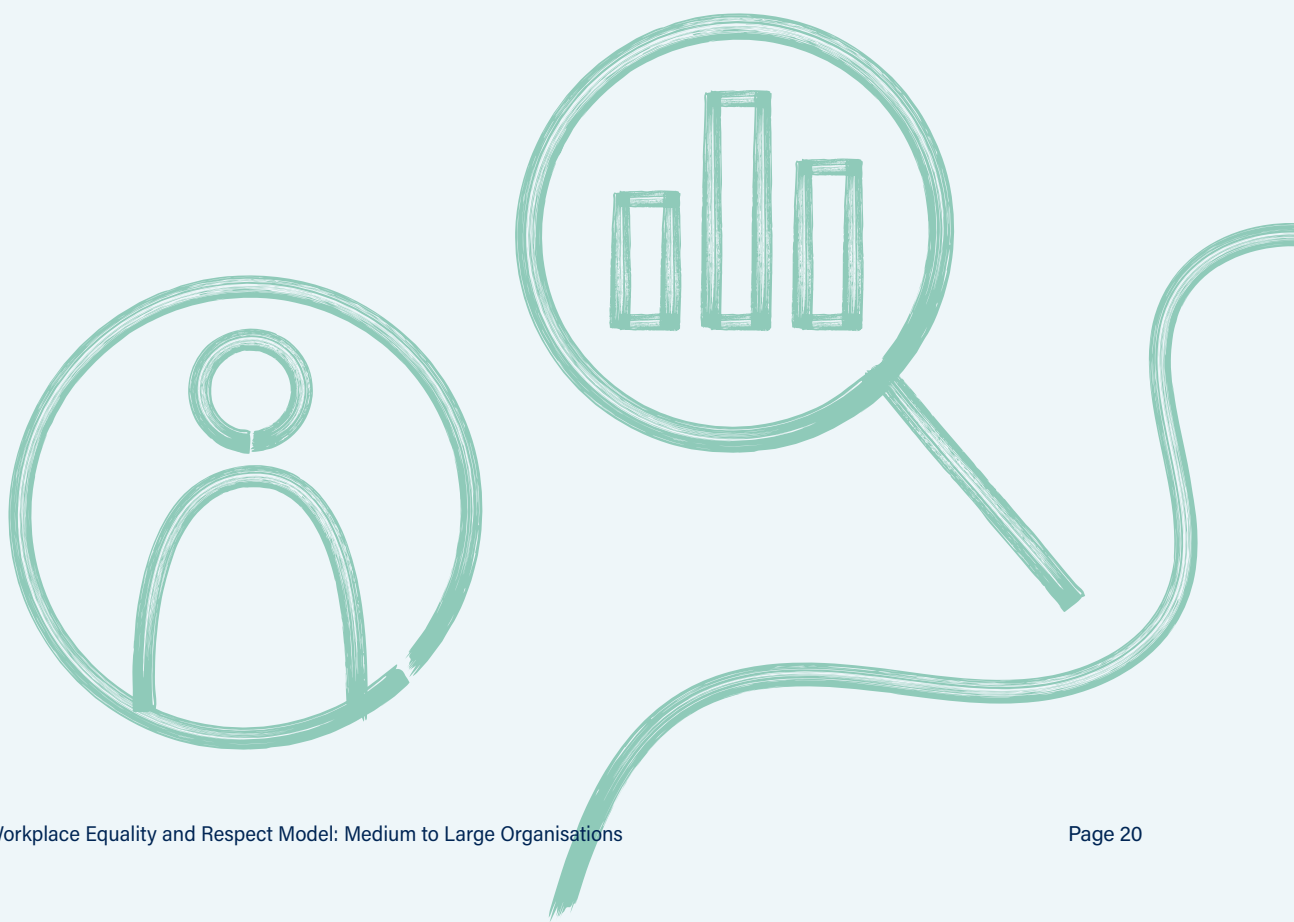
Pull your findings into a single document. This could be something like an organisational snapshot or a dashboard of key insights. This will help you clearly see where things stand and guide your next steps.

You can use tools like PowerBI, outsource to third parties such as Culture Amp, or use whatever format or tools your organisation currently has for reports or dashboards. Your organisation snapshot should reflect how gender equality, inclusion, and safety are embedded across leadership, culture, and practice. It should show whether leaders model respectful behaviour and actively promote gender equality, and whether organisational structures support equitable career progression, flexible work, and caring responsibilities for all genders. The snapshot should also capture how safe and respected staff feel, how effectively discrimination and harassment are addressed, and whether communication is inclusive and free from stereotypes.

It's important to assess staff awareness of relevant policies, confidence in reporting processes, and whether feedback leads to meaningful change. Finally, include demographic information to understand how experiences vary across diverse groups—such as gender identity, age, role, employment type, caring responsibilities, cultural background, Aboriginal and Torres Strait Islander identity, and disability status

These resources help guide how you collect data:

- » [Fact sheet: Great practice in collecting and analysing diversity data.](#)
- » [FAQs: Collecting and analysing data.](#)
- » [Tip sheet: Designing equality and respect surveys.](#)
- » [Tip sheet: Running employee focus groups.](#)

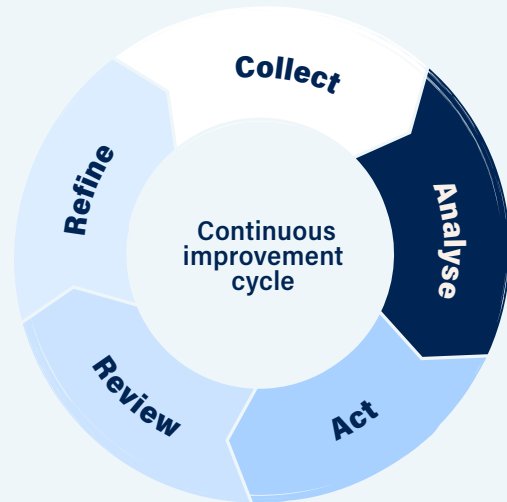




Fact sheet: Great practice in collecting and analysing diversity data

Understanding what is happening in your workplace, and how you can best foster spaces where people feel safe, respected, equal, and valued, starts with the data. You need to know who is in your workplace, and how they experience your workplace, to make cultural change.

Think of it as a continuous improvement cycle: Collect → Analyse → Act → Review → Refine. Each round helps deepen understanding and build a stronger, more gender equal workplace culture.



Be clear about the purpose

A note from leadership goes a long way in building trust.

- Tell employees *why* you're collecting diversity data.
- Use simple language, for example: 'We're collecting this information to understand pay equity, and close any gender pay gaps in our workplace.'
- Include this message in surveys, forms, and emails.

It's easy to think identity traits like gender, religion, or disability aren't relevant at work, but they shape how safe, respected, and included people feel. Gathering thoughtful, confidential insights helps you create policies and practices that support everyone and build a truly respectful workplace.



Collect and use only what you need

Fewer questions = higher response rates.

To understand who works in your organisation, go beyond gender. Different identity characteristics and experiences influence how people engage with the workplace

Do:

- Gather essential employment information such as role/level, employment type, pay (base and extras) and tenure (usually available through HR or payroll systems), gender, age, Aboriginal and Torres Strait Islander identity, disability, cultural background/ethnicity, and sexual orientation.
- Make all identity questions optional and explain *why* you're collecting them.
- Run a 'data minimisation check' — if it's not needed, don't ask for it. Ask: *Do we really need this information to achieve our diversity and inclusion goals?*

Avoid:

- Asking for data that doesn't serve a clear purpose.
- Forcing responses to personal questions.
- Over-collecting data 'just in case.' Avoid 'nice-to-have' data that doesn't serve the purpose.

Use inclusive and respectful practices

Inclusion and respect = better participation and stronger engagement.

- Provide gender options beyond 'male/female' or 'man/woman': add in 'Non-binary', 'Trans', 'Self-describe' (with an open text field), and 'Prefer not to say'.
- Allow employees to update details anytime, not just once a year.
- Use a free, anonymous survey tool if you don't have a Human Resource Information System (HRIS)
 - Consider using platforms like Google Forms, Microsoft Forms, or SurveyMonkey for quick, anonymous feedback. If you're looking for deeper insights into employee experience, engagement, and culture, explore people engagement platforms such as Culture Amp, Peakon, or Qualtrics.
 - Whatever platform you choose, ensure it's accessible for people with disability.



Protect privacy and sensitivities

If you only have a handful of staff, report results in broad categories only (e.g., 'all staff at management level'), not by team.

- Store data securely (encrypted HR platform or password-protected files within a 2FA-enabled environment).
- Limit access to detailed data (ideally HR lead/business owner and one analyst) and provide topline insights/themes to the team.
- Don't report results where fewer than 10 people are in a group—a small sample size makes it too easy to identify particular individuals and may erode confidence in the anonymity of the survey, decreasing response rates.
- Establish a data retention policy and delete diversity data when it's no longer needed.

Maintain data quality

Keep a simple spreadsheet with consistent labels—avoid free-text where possible.

- Standardise job titles (merge 'Team Lead' and 'Manager' if they're the same level).
- Do a quarterly data audit for accuracy.

Analyse for insights (not just averages)

Even a simple colour-coded Excel table can reveal trends

- Compare like-for-like roles (for example, two engineers, not CEO vs admin).
- Where possible, compare outcomes across different groups, like comparing pay or promotion rates for Aboriginal staff or women of colour and other employees, to help uncover hidden inequalities.
- Look for other hidden patterns by asking questions like:
 - Is one gender offered more overtime?
 - Is one gender clustered in casual or part-time roles?
- Use visuals (bar charts, heat maps) to make gaps obvious and engage the business with the findings and planned remediation actions.



Turn data into action

A one-page summary shared at team meetings builds trust and shows commitment to making real change which will, in turn, increase the quantity and quality of response rates over time.

- Link findings to clear actions:
 - adjust pay bands
 - review bonus or overtime policies
 - invest in leadership pathways for underrepresented groups.
- Track progress with a simple dashboard and share updates annually.



Key takeaways

- * Collect data with care, analyse responsibly, and turn insights into action.
- * With the right approach, diversity data builds trust and drives fairness, retention and positive talent acquisition outcomes.



A few ways to build on and improve your approach

Share results transparently

Communicate findings clearly, even if gaps are found.

Example: 'We found a 5% gender pay gap in X level roles. We are adjusting pay bands and will review again in 12 months.'

Example: 'There was a hot spot of reports of unwanted behaviours at Y work site. We are setting up some listening circle sessions with staff and running active bystander training with the team.'

Transparency builds credibility.

Benchmark externally

Compare your internal gender pay gap results with industry or national benchmarks to understand how you're tracking. A great starting point is the [Workplace Gender Equality Agency](#), which publishes annual industry cohort benchmarks each March. You can also sign up to national workplace diversity and inclusion benchmarks and awards such as the [Australian Workplace Equality Index](#) (LGBTIQA+ inclusion), the Action and Inclusion Index (disability inclusion), or the [Inclusion@Work Index](#) (cultural diversity and inclusion).

Create a feedback loop

Give employees a way to share how safe, clear, and respectful the process felt. Use this feedback to refine future data collection processes.

Reinforce legal and ethical compliance

Follow privacy laws under the [Australian Privacy Act](#) (even if you're exempt, that is, under \$3M turnover) to show staff their data is safe and handled responsibly.

Embed accountability

Assign clear ownership for actions arising from data collection and analysis. Identify who will be responsible for following through, such as a member of the leadership team, the board or the business owner. Set review points for example every 6-12 months, and re-collect data annually at a minimum.

Accountability prevents any perception of the process being a 'tick-box' exercise.

Find out more about fostering safe, respectful, and equal workplaces:

» [Our Watch website.](#)

» You can also access tools and expertise on data collection through www.evenbetter.ai.



FAQs: Collecting and analysing data

HANDOUT: FOR EMPLOYEES

This FAQ is designed to help you understand why your organisation is collecting data on workplace equality and respect. It explains what diversity data is, how your privacy is protected, and how the results will be used to improve your workplace. It will let you know what to expect from the survey and focus groups, how your voice contributes to positive change, and how your organisation is committed to making the process inclusive, respectful, and transparent.

Why do we collect diversity data?

We collect diversity data to:

- understand representation, inclusion, and equity in our workplace
- identify pay or promotion gaps
- ensure fair and equal treatment and experiences for all employees
- inform strategies to promote gender equality and workplace respect.

This includes demographic and identity information such as:

- gender identity (with inclusive options)
- age
- Aboriginal and Torres Strait Islander identity
- disability status
- cultural background or ethnicity
- sexual orientation
- caring responsibilities
- role, level, employment type, and tenure
- pay details (salary + allowances/bonuses)
- marital/parental/carers status.

Your privacy matters

We are committed to protecting your privacy by making sure:

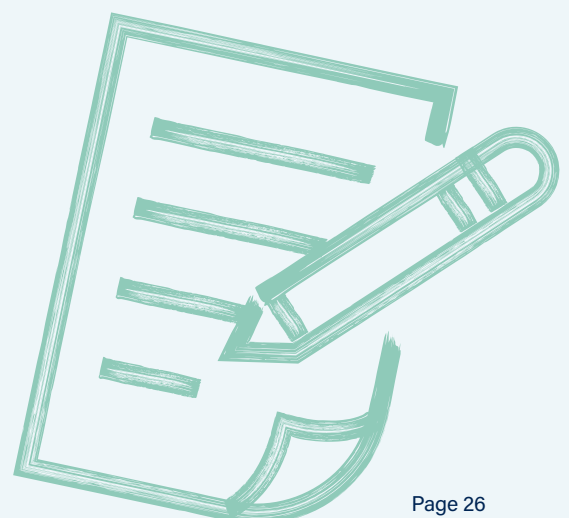
- participation is voluntary and based on informed consent
- you can always choose 'Prefer not to say'
- to analyse partial responses as these still help build the picture of our organisation
- no names are attached in reporting
- only authorised staff can access records
- results are shared only in grouped/average form
- we comply with the Privacy Act 1988 (Cth) and the Australian Privacy Principles (APPs)
- data is stored securely and deleted after analysis and reporting.

Making surveys accessible

We offer:

- alternative formats (plain language, translated versions, verbal responses)
- support for staff with accessibility needs or limited digital literacy.

If you need assistance, please contact [insert contact details].





Using focus group data

In addition to surveys, we may also conduct focus groups to gather deeper insights into employee experiences and perspectives.

These sessions:

- allow for open discussion and exploration of themes that may not emerge in surveys
- help us understand the context behind the data and identify practical solutions
- are facilitated in a safe, respectful, and confidential environment
- are voluntary, and participants can choose how much they wish to share.

Focus group findings are summarised anonymously and used to complement survey data in shaping workplace strategies.

How results will be used

Your input helps us:

- identify strengths and areas for improvement
- develop action plans (for example, review salary bands, improve leave support)
- track progress over time
- share progress regularly so you see impact.

We are committed to:

- sharing results transparently
- framing results constructively
- using inclusive, non-blaming language.

A continuous improvement cycle

We treat collecting data on workplace equality and respect as part of an ongoing process:

Collect → Analyse → Act → Review → Refine



Key takeaway

- * Your input helps build a fair, equitable workplace, and your privacy is fully protected. What we share are the patterns, not the people.

These FAQs were compiled by Our Watch and [Sorrel Kelsby](#). Sorrel Kelsby is the Founder & Co-CEO of EvenBetter, a Gender-Pay-Gap Management and Workforce Intelligence platform empowering organisations to close gender pay gaps, boost participation equity, and build diverse, high-performing teams where talent thrives.



Tip sheet: Designing workplace equality and respect surveys

Use this guide to shape surveys that explore how employees experience respect, inclusion, and gender equality in the workplace. The goal is to gather meaningful, confidential insights that inform cultural change.

Key areas to assess

Use the following lists to shape survey questions. The questions might be about whether employees feel the organisation promotes certain values, but can also be about how they engage with existing practices.

Leadership behaviours

Do employees feel that leadership:

- consistently model inclusive and respectful behaviour
- visibly support a culture of respect in the workplace
- actively promote gender equality as a strategic priority
- take clear responsibility for preventing sexual harassment and other forms of gender-based violence
- demonstrate genuine commitment through actions to create a safe and inclusive workplace for all staff.

Organisational practices

Do employees feel the organisation embraces, promotes, or considers:

- structures and practices that enable equitable career progression for all genders
- programs that specifically support women and gender-diverse people in leadership roles (for example, mentoring initiatives, leadership development opportunities, gender equity targets)
- accessibility of flexible work arrangements and parental leave for all genders.

- impact of taking parental leave or working part-time on opportunities for advancement
- genuine support for staff in balancing caring responsibilities with career development
- organisational culture that actively encourages and enables this balance.

Workplace culture and safety factors

Do employees feel there is evidence for:

- the safety, respect, and inclusion of people feel across all gender identities
- the organisation actively promotes a culture of respect and inclusion
- disrespectful behaviours (such as sexism, racism, or harassment) being addressed promptly and leading to meaningful consequences
- consistent application of policies to support staff who experience discrimination, sexual harassment, or family violence
- staff confidence in raising concerns about gender inequality without fear of retaliation
- a workplace environment that fosters open and constructive discussion of these issues.



Key language and communication practices

Do employees believe:

- language and imagery across communication channels (for example, websites, brochures, emails, social media) avoid reinforcing gender stereotypes
- inclusive and respectful language is promoted through formal guidelines or policies
- communication materials should reflect and respect diverse gender identities and expressions
- the tone and language used in internal and external messaging contribute to a culture of inclusion
- there is a shared understanding among staff about expectations for respectful language in meetings, emails, and public-facing content.

Policy awareness and confidence

Is there:

- awareness of procedures for reporting sexual harassment and accessing support for domestic and family violence
- understanding of how to make a complaint and confidence in fair and timely handling of reports
- a perception of consistency in how policies are applied to protect individuals who report discrimination, harassment, or violence
- comfort and safety in discussing gender-based violence within the workplace
- familiarity with policies on respectful language and inclusive behaviour across the organisation.

Experience of disrespect or harassment

Have employees experienced:

- exposure to inappropriate sexual or sexist jokes, remarks, or images, whether in person or via digital platforms
- unwelcome comments, physical contact, or unfair treatment based on sex or gender
- incidents of disrespect or harassment being reported, and how they were handled.
- choosing not to report incidents (and if so, what were the reasons for not reporting)
- confidence in the organisation's ability to respond appropriately to complaints of disrespect or harassment.

Feedback and continuous improvement

Do employees believe:

- their input on gender equality, sexual harassment, and workplace respect is genuinely listened to
- there is evidence that feedback leads to meaningful change within the organisation
- there are frequent and visible efforts to seek employee perspectives on workplace culture and safety
- there is organisational responsiveness to concerns raised by staff
- their feedback results in tangible actions, contributing to trust and a culture of accountability.



Include an 'about you' section

These questions help ensure that you can assess whether workplace experiences and perceptions differ across diverse groups, which is essential for promoting gender equality, safety, and respect. Ensure you include 'prefer not to say' as an option. You can ask about:

Gender identity

- Ask how individuals identify (e.g., male, female, gender-diverse).
- Ask whether people identify as part of the LGBTIQ+ community.

Age group

- Include age brackets to understand generational perspectives.

Management role

- Determine if the respondent holds a leadership or supervisory position and at what level (for example, executive, senior, middle, line manager).

Employment type

- Clarify the basis of employment (for example, full-time, part-time, casual) and the nature of the role (for example, permanent, contract, secondment).

Tenure

- Ask how long the individual has been employed at the organisation.

Caring responsibilities

- Include questions about being a parent or guardian, having dependent children at home, or other caring responsibilities.

Cultural background

- Ask about the country of birth and whether English is the primary language spoken at home.

Aboriginal and Torres Strait Islander identity

- Include options to identify as Aboriginal, Torres Strait Islander, both, or neither.

Disability status

- Ask whether the individual lives with a disability.

Create an employee handout and FAQ on data collection

Providing a handout helps build trust and transparency around the data collection process. It ensures that all staff understand why diversity data is being collected, how their privacy is protected, and how the results will be used to create a more inclusive and respectful workplace. By clearly explaining the purpose, protections, and benefits of data collection, the handout encourages informed participation, reduces uncertainty, and supports a culture of openness and continuous improvement. It also reinforces the organisation's commitment to equality, accessibility, and respectful communication. See the handout [FAQs: Collecting and analysing data](#).

**Tip:**

When it comes to asking questions about disability, it is recommended that you ask more than one question. Model your questions on the Australian Bureau of Statistics.

Response options: Yes, always / Yes, sometimes / No / Prefer not to say

- **Do you ever need someone to help with, or be with you for, self-care activities?** For example: doing everyday activities such as eating, showering, dressing or toileting.
- **Do you ever need someone to help with, or be with you for, body movement activities?** For example: getting out of bed, moving around at home or at places away from home
- **Do you ever need someone to help with, or be with you for, communication activities?** For example: understanding, or being understood by, others.

What are the reasons for the need for assistance or supervision shown in the above questions? Select all applicable reasons.

Response options include:

- No need for assistance
- Short-term health condition (lasting less than six months)
- Long-term health condition (lasting six months or more)
- Disability (lasting six months or more)
- Old or young age
- Difficulty with the English language
- Other reason



Tip sheet: Running employee focus groups

Employee focus groups help your organisation reflect on progress toward creating a safe, gender equal and respectful workplace, identify strengths and gaps, and generate ideas for improvement.

1 Before you begin

Make sure you've completed the groundwork

- Senior executives have approved and communicated their support.
- You have a project working group.
- The '[Am I ready](#)' starter scan is done, and any gaps in response systems are addressed.

2 Key planning decisions

Facilitator

- Decide whether internal or external facilitators will lead groups.
- Facilitators should be experienced in:
 - organisational culture change
 - small group facilitation
 - understanding gender inequality and its link to violence against women
 - managing resistance and backlash
- Access to data.
 - Facilitators should have access to the organisational snapshot created in Step 2. As a reminder, this is the step where you collect and analyse data on your workplace, including people surveys, employee focus groups, and, if applicable, your reporting to the [Workplace Gender Equality Agency](#) on its gender equality indicators.

Group size and representation

- Aim for 30–40% of staff participation if possible.
- Limit to 20 people per group.
- Ensure diversity across gender, age, race, ethnicity, ability, and organisational level.



Format

- Choose between face-to-face or online sessions.
- Be aware of the different logistics and facilitation skills required by each one.

Timing and logistics

- Each focus group requires two to three hours.
- Can be one session or split (for example, 2 x 2-hour blocks).
- Add one extra hour if foundational training hasn't been delivered.

Communication and invitations

- Invitations should come from senior leaders to demonstrate support. Include:
 - agenda and expectations
 - pre-reading or reflection questions
 - time commitment and manager approval if needed.
- Ensure employees receive foundational training on the drivers of violence against women.

Post-session follow-up

- Plan how results and next steps will be communicated to participants.
- Protect confidentiality by sharing high-level themes only, avoid identifiable details, and clearly state how confidentiality has been maintained.
- Close the loop with purpose by communicating not just what you heard, but what will change as a result, outline clear actions, responsibilities, and timeframes to build trust and credibility.
- Acknowledge participation and risk by thanking participants for speaking up, recognising the courage involved, and reinforcing the organisation's commitment to creating safer, more respectful workplaces.

Create an employee handout and FAQ on data collection

- Build trust and transparency around the data collection process.
- Ensure that all staff understand why data is being collected, how their privacy is protected, and how the results will be used to create a more inclusive and respectful workplace.
- Encourage informed participation, reduce uncertainty, and support a culture of openness and continuous improvement.
- Reinforce the organisation's commitment to equity, accessibility, and respectful communication.

See handout [FAQs: Collecting and analysing data](#).



3 Additional Tips

- Encourage open, respectful dialogue.
- Create a safe and inclusive environment.
- Use experienced scribes or note-takers.
- Keep feedback anonymous where possible.
- Share outcomes and how employee input will shape action.
- Consider holding focus groups that centre specific identities or lived experiences, such as women-only groups, LGBTIQ+ reference groups, or groups for staff with disabilities.
- Separate staff by role or level where appropriate, to ensure team members can share insights without the presence of senior leaders or direct managers.





STEP 3

Take action

Now that you've got a good sense of where your workplace stands, it's time to start planning your next steps. This is where you turn what you've learned into changes that actually stick and make a difference.

Start with what you've learned

Use everything you've gathered—your workplace snapshot, staff feedback, and policy reviews, to shape your plan. Focus on the areas that matter most to your team and your business.

Set clear goals

Think about what you want to achieve in the short term (like updating a policy or running a training session) and the longer term (like shifting workplace culture or improving how issues are reported). Keep your goals realistic and easy to measure.

Make sure it's resourced

Even small changes need time, people, and budget. Prioritise staff safety and wellbeing, and make sure whoever's leading the work has the support they need to keep things moving.

Link it to what you're already doing

If you've already got Diversity, Equity, and Inclusion (DEI) strategies or gender equality goals in place, build on them. That way, everything stays aligned and you're not doubling up.

Next we present an evidence-based approach that Our Watch has used to support action planning. It's another practical option you can draw on as you develop your own plans.

A few things to keep in mind

Get your leaders involved early

Having CEOs, managers, or team leads on board from the start helps set the tone and keep things on track.

Take it step by step

You don't have to do everything at once. Break things into manageable stages that fit your time, budget, and team capacity.

Make sure everyone's included

Check that your approach works for all staff, including people from different backgrounds, experiences, and identities. Gender equality, safety and respect should be built in, not added on later.

Be ready for pushback

Not everyone will be on board right away and that's OK. Plan ahead for how you'll respond to resistance and keep the conversation constructive. The Our Watch resource, [Toolkit for Managing Resistance and Mitigating Risk in Workplace Equality and Respect Initiatives](#), has some great advice on what you can do.

Celebrate wins

Share progress with your team and take time to acknowledge what's been achieved. It helps build momentum and keeps people engaged.



Envisioning a respectful, safe, and equal workplace

The actions you include in your plan will shape what your workplace looks like in the future. One way to think about this is through Dunne and Raby's Futures Cone, a tool that helps us explore different types of future possibilities.

The cone shows:

- **possible futures:** anything that could happen.
- **plausible futures:** things that might happen based on current trends.
- **probable futures:** what's most likely to happen if nothing changes (the current trajectory).
- **preferred futures:** the future we want to create (in this case, a workplace that's respectful, safe, and gender equal).

Resources



There are lots of great tools to help with action planning which you might find useful.

» [The WGEA Action Planning Playbook](#)

» [WGEA Action Planning Tool](#)

» [Your playbook of actions](#)

The cone of possibilities

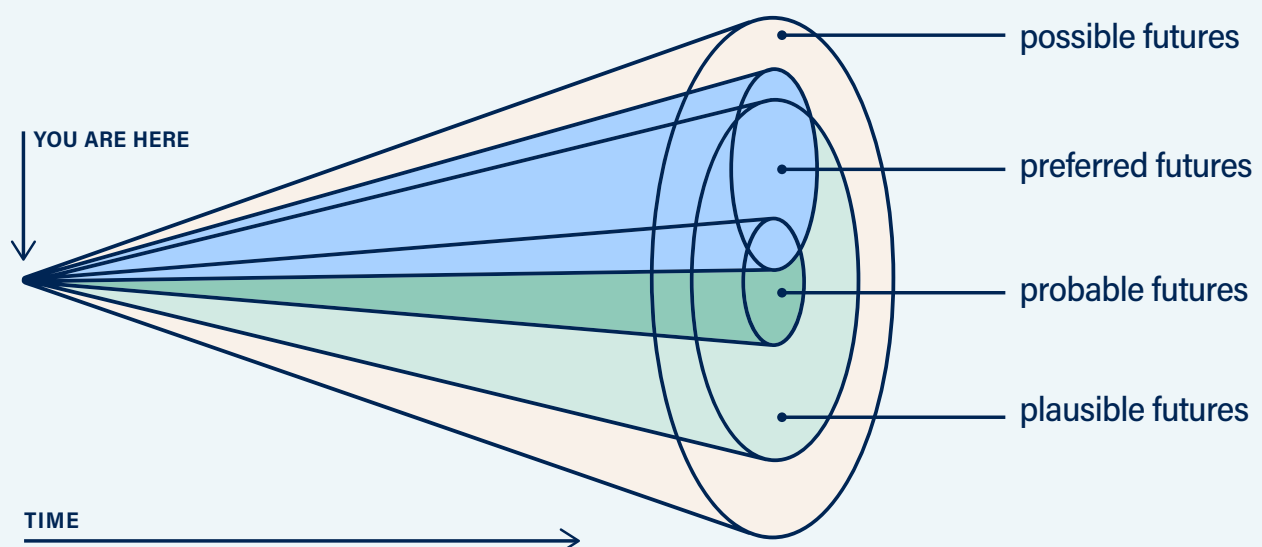


Fig 1: [Dunne and Raby's Futures Cone](#).



Let's start by figuring out where your workplace is headed and where you'd like it to go.

Your **probable future** is what things will look like if you keep doing what you're doing, or in other words, your current trajectory. It's based on programs, policies, and strategies already in place.



Your **preferred future**, on the other hand, is your vision of the kind of workplace you want to build: one that's respectful, safe, and gender equal.

You'll begin by exploring both: what's likely to happen if nothing changes (the probable future), and what you'd love to see instead (the preferred future). Then, you'll create actions that help move your workplace from the probable to the preferred future.

The probable future

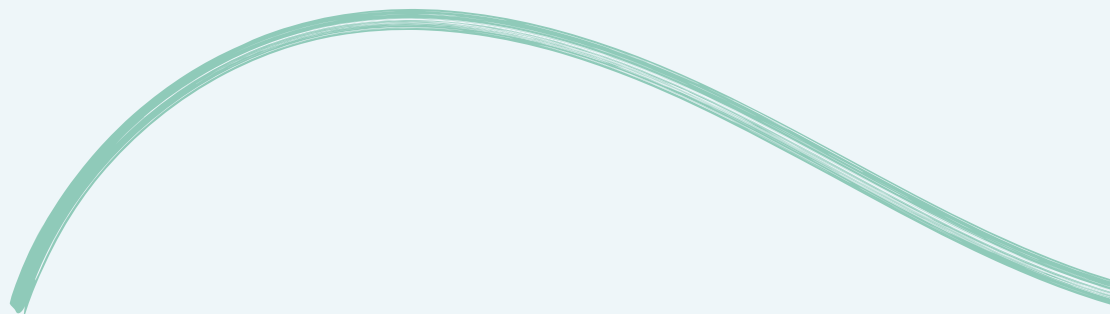
Before you can figure out your workplace's probable future, you need to get a clear picture of where things stand right now. That's where your organisational snapshot comes in, helping you see what's working well and what needs attention (see Step 2: Look at the data). These things will become the foundation for building your action plan.

Once you've reviewed the snapshot, you'll start to see where your workplace is headed if nothing changes: your probable future.

Take note of where your probable future already lines up with your preferred future. Maybe your gender pay gap is better than the industry average, or you've got strong gender representation on your board or leadership team. If that's the case, you can build on what's working while continuing to improve.

But you might also notice that staying on the current path won't get your workplace where you want it to be. So, pause and imagine what things might look like in one, 5, or 10 years if nothing changes: that's your probable future.

Write it down honestly. Does it reflect the kind of workplace you're aiming for? If not, that's your cue to make the changes that will create a more respectful, safe, and equal future.





The preferred future

Start by imagining what a safe, respectful, and gender equal workplace looks like for you.

Ask yourself the following questions:

- Do people feel safe reporting bullying or harassment, and do those reports start to drop over time?
- Is your gender pay gap close to zero?
- Does your leadership team reflect the diversity of the communities you work in—maybe 50% women, 20% people with disabilities, at least 4% Aboriginal and Torres Strait Islander, 10% non-cisgender and/or heterosexual, and a mix of cultural and racial backgrounds?
- Do you retain great staff and attract top talent?
- Do people speak up, challenge unwanted behaviours, and bring fresh ideas to the table?

Spend some time writing down what you're aiming for. This could be a vision statement, some clear goals, or targets you want to track. Once you've defined your preferred future, you can start mapping out the actions that will get you there.

What actions do I take? Are they hard, easy, expensive, or cheap?

Think about what needs to shift to move your organisation in a new direction. What policies, programs, strategies, or initiatives could help close the gap between where you are now and where you want to be? The clearer your direction, the easier it will be to take meaningful steps forward.

You've probably got a bunch of options for how to move toward your preferred future. Some will be easier to achieve than others. Big changes like new policies, strategies, or system upgrades can take time and resources. Others are quick wins that don't cost much. Chances are, you'll need a mix of both.

This is a great moment to dive into the [Your playbook of actions](#) section. It's full of practical ideas to help you get started.



From the playbook, choose the actions that feel most relevant to your context, and sort them into four quadrants to help prioritise your next steps.

Hard and cheap:

These actions might be tough to pull off, not because they cost a lot, but because they challenge existing culture, policies, or need external input and buy-in. Still, they're budget-friendly.

Hard and expensive:

These are costly and hard to get off the ground and you probably won't want too many of them. But sometimes, one or two are essential and worth the investment.

Expensive and easy:

These actions need funding, but they're easy to implement within your current systems and policies.

Cheap and easy:

These are your low-hanging fruit, the quick wins that are easy to implement and light on the budget.

Tip:

Create a hard, easy, expensive, or cheap matrix for each of the Workplace Equality and Respect Model's key areas — strategy and planning, workplace culture, and everyday operations.

Example prioritisation grid

	Easy	Hard
Cheap	- Promoting your existing Employee Assistance Program and wellness/flexibility offerings - Reviewing your code of conduct and onboarding materials to reinforce desired behaviours - Running a campaign with case studies of men taking parental leave - Creating shadowing opportunities for women in leadership.	- Creating transparent processes for internal recruitment - Rolling out enterprise-wide succession planning - Shifting workplace culture around parental leave to encourage men to take it - Leaders modelling open, honest conversations.
Expensive	- In-person, externally led active bystander training for all staff - Trauma-informed support for managers helping staff facing sexual harassment or family violence - Offering menopause entitlements (leave and support access) - Return-to-work bonuses for parents (for example, 12 weeks' pay spread over a year so they can work part-time but receive full-time pay to help cover childcare costs).	- Setting up in-office afterschool care or subsidising external childcare - Launching a concierge program to help new parents manage life admin - Providing tech to support hybrid and flexible work planning - Sponsoring women into senior roles in challenging areas, with serious career development backing.

These are real-life examples from organisations (1800 employees) who went through an Our Watch facilitated action planning process.



Prioritisation grid

[HANDOUT](#)

	Easy	Hard
Cheap		
Expensive		



Prioritising actions

Once you've sorted your actions into the four quadrants—hard, easy, expensive, and cheap—it's time to prioritise. Use a framework like **MoSCoW** to figure out which actions matter most across your key areas:

- Strategy and planning
- Workplace culture
- Everyday operations

Here's how MoSCoW works:

- **Must have:** Top priority. These go straight into your final action plan.
- **Should have:** Important, but not critical. You'll include these too.
- **Could have:** Good ideas, but not essential right now. Record them for later.
- **Won't have:** Not a priority. Note them, but don't take action.

Tip:

Get input from key staff. Leaders and staff who would be implementing this work should be involved in the ranking process. Make sure that people from diverse identity groups are included in this process. You could do this through a meeting, a workshop, or a collaborative document online.

Track your progress using a simple traffic light system (see below example). Once or twice a year, take a moment to reflect. What's working well? What could be better? Measure progress, share results, and keep making things better.

Example progress tracker

Action	Priority	Status
Add a values statement to your website or email footer	Must Do	COMPLETED
Run annual risk assessments	Should Do	IN PROGRESS
Pay contributors with lived experience for input	Could Do	IN PROGRESS
Hire external consultants for inclusion audits	Not Now	NOT STARTED



Progress tracker

[HANDOUT](#)

STATUS:

NOT STARTED

IN PROGRESS

COMPLETED

Action	Priority	Status



Implementing your plan

Now you've got your action plan, it's time to implement it.

If your team already uses a project management format, stick with it. The goal is to make this process fit smoothly into your existing ways of working. Use language and tools your team already knows. If you're using platforms like Microsoft Project, ASANA, Trello, or similar, go with those.

If you don't have a system in place, try something like Kanban. Kanban started in the 1950s at Toyota as a scheduling system for lean/just-in-time manufacturing. Today, it's used across industries, especially where workloads are complex and resources are tight.

Here's how a Kanban board can help with your action plan:

- everyone on the team can see it, digitally or physically
- team members take ownership of actions
- you set clear rules for how actions move through the workflow.

Keep moving and improving

Using a Kanban board is a great way to keep your work visible and flexible—but don't stop there. Once you've started making changes, it's important to check in regularly (once or twice a year is a good rhythm) to see how things are tracking. Think about:

- inputs (what you put in)
- outputs (what you did)
- outcomes (what changed).

Here are a few ways to keep momentum going:

- **Reflect on progress:** What's working well? What's made a difference? What still feels clunky or unclear? These check-ins don't need to be formal—just honest and consistent.

- **Ask your team again:** A quick survey, a few one-on-one chats, or a team discussion can offer fresh insights. People's experiences change, and your approach should evolve with them.
- **Look at what's changed:** Have any policies been updated? Are people more confident speaking up? Are managers better equipped to respond? Use whatever tools work for you—a spreadsheet, shared doc, or simple checklist—to track progress.
- **Report on your progress:** Capture your inputs (what you put in), outputs (what you did), and outcomes (what changed). This becomes your story of impact.
- **Share what you've learned:** Keep your leadership team and board in the loop. Let your broader team know what's improved and what's still in progress. Transparency builds trust and keeps people engaged.
- **Adjust as needed:** If something isn't working, tweak it. The goal isn't perfection—it's progress.

You're on your way

Workplaces are always evolving with new ways of working, emerging technologies, and changing laws. So, while these actions aren't exhaustive, they're a great starting point. By taking these steps and using the Workplace Equality and Respect Model, you're setting your organisation up to be safer, more inclusive, and more resilient. You'll also be helping to reduce risks linked to psychosocial hazards like sexual harassment and discrimination.

We encourage you to explore these tools – and the many other resources available on the [Our Watch Workplaces website](#) – to help build and maintain a workplace that's safe, equal, and respectful for everyone.



Implementation: KanBan Space

[HANDOUT](#)**To Do****Doing****Done**

Suggested Kanban rules:

Team members must add their name to an action before moving it to the 'Doing' (or WIP – Work In Progress) column.

Only actions in the 'Doing' column can be worked on.

The number of actions in 'Doing' is limited to avoid overload.

Move actions to 'Done' when completed, or back to 'To do' if paused.



Your playbook of actions

No matter how large or complex your organisation is, you have a positive duty to take reasonable and proactive steps to prevent gender-based violence at work. This includes addressing sexual harassment, sex discrimination, and any behaviour that undermines safety and respect.

This playbook of actions brings together practical tips and insights from a variety of trusted and credible sources. You can explore these references, along with extra tools and resources to help you on your journey, in the section [Further reading](#).

Your responsibility goes beyond your internal workforce and extends to how your organisation engages with clients, suppliers, contractors, collaborators, and partners. Embedding gender equality, safety, and respect across all levels isn't just a compliance requirement, it's a hallmark of strong leadership and good business practice.

Use the [Prioritisation Grid](#) and [Progress Tracker](#) to input the suggested actions from the following lists to plot out your workplace's action plan.





Key area: Strategy and planning

Think of this as the foundation. It's about weaving the values of gender equality, safety and respect into your strategic planning and decision-making from the start, not just adding it on later.

START

Set the baseline (plans, policies, standards)

Know and meet your legal responsibilities

You have a legal duty to proactively prevent gender-based violence by ensuring your work environment—whether in-person or online—doesn't pose risks to anyone's mental health, wellbeing, or safety. Here are practical steps you can take:

- Know your legal obligations, including the positive duty under Respect@Work changes to the Sex Discrimination Act 1984 and anti-discrimination legislations.
- Stay across Work Health and Safety (WHS) requirements, including how to manage psychosocial risks like bullying, stress, isolation, and unsafe power dynamics.
- Integrate psychosocial risk management into your WHS systems covering physical and digital safety, contractor and client interactions, and clear, accessible reporting pathways.
- Update your risk management systems to include psychosocial hazards and reporting pathways.
- Understand what's required for paid family and domestic violence leave—since mid-2025, all affected employees, including casuals, are entitled to 10 days of paid leave upfront. Check out [Fair Work Ombudsman: Family and domestic violence leave](#) for details.
- Create and share simple, easy-to-understand, accessible policies on anti-harassment, anti-discrimination, and grievances, and make them part of regular conversations, not just documents on a shelf.

Making equality and respect part of core business

Model respect from the top and build a workforce confident in gender equality, safety, and respect by taking these steps:

- Commit to embedding fair and inclusive leadership as a strategic priority by establishing clear expectations through formal policies, enterprise-wide frameworks, and governance structures.
- Integrate preventing and responding to gender-based violence—including active bystander actions, harassment, bullying, microaggressions, racism, and unconscious bias—into onboarding, leadership programs, and ongoing development.
- Partner with trusted external providers to ensure content is credible, evidence-based, and culturally informed.
- Set a capability baseline for all staff and leaders and review it regularly to ensure consistent knowledge and behaviour across the organisation.
- Allocate dedicated budget and time for continuous learning and reflection, signalling that gender equality, safety and respect are part of business performance, not an optional extra.



Developing and communicating a value-driven commitment

Commit to anti-harassment, anti-discrimination, and workplace safety by taking these steps:

- Align your organisational commitment to gender equality and respect with your core values and Positive Duty to prevent harm.
- Ensure this commitment addresses gender-based violence, bullying, discrimination, and psychosocial risks such as exclusion, emotional harm, and unsafe power dynamics.
- Proactively share your commitment with employees, collaborators, clients, suppliers, and contractors to set clear expectations for respectful and inclusive conduct.

Understanding and reducing barriers

Creating a safe, inclusive, and respectful workplace starts with identifying and removing the barriers that prevent people from fully participating and thriving. Here are practical steps you can take:

- Make sure your code of conduct and workplace policies are easy to find, written in plain language, supported by visuals and practical guides and include clear reporting channels and consequences.
- Commit to inclusive communication principles across internal documents, policies, and public-facing materials to reduce systemic barriers and demonstrate leadership on gender equality and respect.
- Advance equality by addressing the way things like gender, race, age, disability, sexuality and caregiving responsibilities shape people's experiences:
 - Review and update organisational policies, systems, and programs to recognise and remove overlapping forms of discrimination.

- Redesign workplace structures and decision-making processes to ensure fairness, transparency, and inclusion at every level.
- Integrate equality, safety, and respect into all stages of the employee experience—from recruitment and development to pay, promotion, and performance feedback.
- Provide flexibility that accommodates different life circumstances and responsibilities, not just parenting or care.
- Track and publicly report on key gender equality indicators—such as representation, pay, promotions, turnover, and leadership diversity—and use data to drive continuous improvement.
- Embed consideration of how gender, culture, race, disability, sexuality, and age intersect to influence people's experiences, into decision-making processes across the organisation.
- Respect Aboriginal and Torres Strait Islander cultural protocols by learning about them and following those relevant to your local area and community.



Why these actions matter

Gender equality, safety and respect only take root when they're lived every day, not just written in policy. Making respectful behaviour part of regular conversations builds trust, accountability, and confidence across your organisation.

When leaders model inclusive behaviour and back it up with clear expectations, investment, and action, it shows that gender equality, safety and respect aren't optional—they're how your organisation does business.

Embedding these principles in policies, performance, and learning ensures:

- grievances are addressed early through open dialogue, not just formal processes
- staff see policies as living tools, not documents on a shelf
- everyone understands their role in creating an equitable, culturally safe, and respectful workplace
- gender equality, safety and respect become part of how success is measured at every level.

Real culture change happens when leaders talk about gender equality, safety and respect as confidently as they talk about performance. And when every employee feels safe to do the same.

MOVE TO

Signal values and extend beyond employees

Demonstrate your commitment through engagement

Here are some ways you can communicate gender equality, safety, and respect as lived organisational values:

- Regularly discuss gender equality, safety, and respect in team meetings, leadership updates, blogs, and on social media.
- Share insights and resources from your organisation's learning journey to influence peers and partners across your sector.
- Recognise and celebrate inclusive leadership and employee contributions that strengthen a respectful, equitable workplace culture.

Strengthen recruitment and onboarding by eliminating bias and embedding gender equality and respect from the start

Lay the foundation for a fair and inclusive workplace by ensuring every hiring decision reflects your organisation's commitment to equality and respect.

- Review recruitment processes to resource and build an intersectional approach at every stage, from job design to onboarding.
- Use structured interview processes and consistent questions, and ensure job advertisements and hiring practices are inclusive—unless lawful exemptions apply (for example, Aboriginality, disability, gender). Consider these examples:
 - Focus on the inherent requirements of each role and clearly communicate your commitment to reasonable accommodations.
 - Reinforce your organisation's commitments to gender equality, safety and respect during induction and onboarding to embed respectful workplace values from day one.



Prioritising through governance

Integrating gender equality, safety, and respect into governance structures is a powerful way to communicate that these values are a core priority. The board's Audit and Risk (or equivalent) Committee should regularly review key indicators:

- Training completion and effectiveness
- Leadership communications
- Workforce demographics and turnover
- Complaints and grievance outcomes
- Progress toward a safe and inclusive workplace culture

GO FURTHER

Formalise, resource, and influence

Create a formal gender equality and safety plan

For some organisations a stand-alone safety plan may not make sense, in which case you can embed these priorities within your existing Diversity, Equity and Inclusion (DEI) framework. Either way, you can set clear, measurable goals, timelines, and accountabilities for advancing gender equality, safety, and respect through the following actions:

- Ensure your gender equality and safety plan or priority actions align with organisational strategy and governance structures.
- Include measurable indicators for gender balance, leadership diversity, pay equity, and psychological safety.
- Require regular progress reporting to the board and executive.
- Review and update the plan periodically to reflect evolving evidence, workforce feedback, and community expectations.
- As a strategic priority, take these steps to integrate disability inclusion into your existing gender equality or diversity and inclusion plan:

- Ensure the plan reflects the intersectional needs of women with disabilities and is backed by confident, informed leadership.
- Build leadership capability to drive inclusion by providing the tools, training, and support needed to lead with clarity and conviction.
- Use resources on the Australian Government's [Job Access](#) portal to guide the development and implementation of a robust, measurable disability inclusion strategy

Assign clear leadership responsibility

Make sure gender equality, safety, and respect are embraced and promoted from the leadership level. You can support this goal with a few actions:

- Appoint a senior leader to champion gender equality, safety, and respect.
- Ensure this role is adequately resourced and empowered to influence decision-making.

Embed continuous learning into your organisational strategy to strengthen gender equality, safety, and respect.

You can support continuous learning through these practical steps:

- Position regular training refreshers as a core part of workforce development, ensuring all staff remain engaged with evolving best practices.
- Actively seek employee input to shape and improve workplace culture, reinforcing a shared responsibility for respectful and inclusive environments.
- Use anonymous pulse surveys as a strategic tool to monitor staff experience, identify emerging risks, and inform leadership decisions that drive cultural change.



Demonstrate sector leadership

Show your organisation's commitment to supporting initiatives that align with your business values through these actions:

- Contribute financially to credible programs, host events, or participate in community partnerships.
- Form alliances with organisations advancing gender equity and cultural respect in your sector.
- Share publicly (via website, social media, and networks) the initiatives and aspirations you are pursuing.

Influence peers and partners

Encourage suppliers, collaborators, and industry peers to adopt similar commitments

- Ensure senior leaders actively promote gender equality, safety and respect in engagements with clients, contractors, and communities.
- Position your organisation as a visible advocate for safe and inclusive work practices across your sector.

Strengthen governance diversity

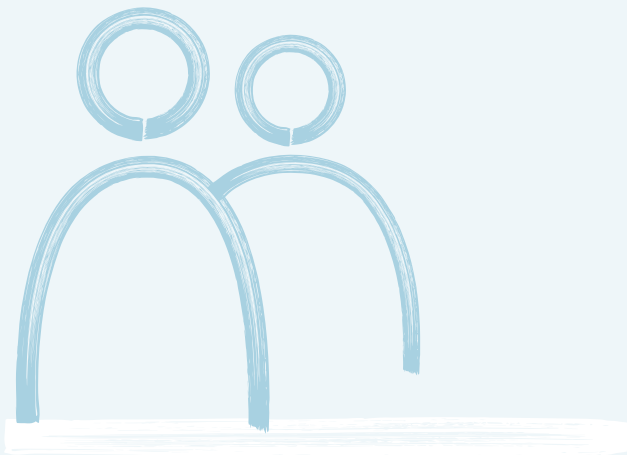
Include women, people with disabilities, and individuals from diverse backgrounds in governance structures like boards, advisory groups, and steering committees. Make sure their inclusion allows for their meaningful involvement and contribution.

Examples in action

CBA introduced *Respect Lives Here*, an initiative to foster respect, safety and inclusion at work. *Respect Lives Here* was embedded across leadership programs, graduate onboarding, and employee networks and a roadmap was created that aligns DEI strategy with prevention of inappropriate workplace behaviour.

QBE introduced *Respect@QBE* as part of its Respect at Work Roadmap, linked to positive duty compliance. They expanded focus from sexual harassment to consider things like everyday respect, micro-affirmations, and microaggressions, and framed the initiative around resilience, belonging, and proactive prevention.

Source: Champions of Change
[FOCUSED on Everyday Respect.](#)



Key area: Workplace culture

Culture is what people feel and experience every day at work. It's shaped by leadership, systems, and behaviours. Create an environment where promoting safety, gender equality and respect are clearly expected, consistently modelled by leaders, and backed up by policies, training, and accountability at every level.

START

Make respectful behaviour a daily habit

Lead by example and make gender equality, safety, and respect visible in everyday leadership

Leaders set the cultural tone. Here's how to show through words and actions that respect, gender equality and safety are central to how your organisation operates:

- Speak openly and often about gender equality, safety, and respect in meetings, events, and internal communications.
- Share authentic reflections or experiences that demonstrate personal commitment.
- Model gender equality, safety, and respect in all interactions with staff, clients, suppliers, and collaborators.

- Reinforce respectful values through regular communication channels like newsletters, blogs, or short video messages.
- Hold yourself and others accountable for upholding standards, showing that gender equality and respect are not optional but core to your culture.

Use inclusive language and communication to build everyday respect

Here are some ways to make gender equality, safety, and respect a natural part of communication across your workplace:

- Use gender-inclusive and accessible language in all written and verbal communication, from emails and policies to signage and presentations.
- Be mindful of everyday language that may unintentionally exclude or reinforce stereotypes, especially around disability, race and age (e.g., blind spot, tone deaf, lame excuse, colour blind, black and white, senior moment). Support staff in choosing respectful, identity-affirming language by developing and sharing an inclusive language and imagery guide.
- Normalise sharing and using pronouns in introductions, email signatures, and digital platforms, to help everyone feel recognised and respected.
- Review policies, templates, and materials to remove gendered or exclusionary terms and ensure they reflect diverse perspectives.
- Make sure your internal communications, like newsletters, posters, invitations, and training videos, use imagery and examples that represent the diversity of your workforce and the communities you serve.
- Encourage leaders to model inclusive communication in everyday conversations, making respect part of your organisation's daily rhythm.



Foster cultural safety and belonging across the workplace

Build a culture where everyone feels respected, represented, and supported and where Aboriginal and Torres Strait Islander peoples and other diverse communities are valued partners in shaping how you work.

Take the following steps to foster cultural safety:

- Consult Aboriginal and Torres Strait Islander peoples and other diverse communities when designing policies, programs, and workplace initiatives to ensure they reflect cultural needs and perspectives.
- Provide regular opportunities for cultural learning through awareness sessions, storytelling, and shared experiences that deepen understanding and respect.
- Celebrate cultural events and observances, and encourage active participation and reflection across teams.
- Support Aboriginal and Torres Strait Islander staff by ensuring workplace norms, spaces, and symbols reflect cultural respect and recognition.
- Embed cultural safety principles in daily practices, leadership behaviours, and decision-making so respect becomes part of the organisation's identity.



Build trust by making it safe for people to speak up

Create a culture where staff, contractors, and partners feel confident to raise issues, knowing they'll be heard, respected, and protected.

A safe workplace culture can be supported through the following actions:

- Provide trusted, confidential, and culturally informed ways to report concerns—including anonymous or third-party options for those who prefer them.
- Communicate clearly how and where people can raise concerns, and what support and protections are in place.
- Train leaders and managers to listen with empathy, respond consistently, and act promptly to resolve issues.
- Reinforce psychological safety by showing that speaking up leads to positive change, not retaliation or blame.
- Check in regularly to ensure people trust the process and feel safe to use it.

Strengthen respect through regular learning

Learning should be an ongoing conversation that helps people feel confident, supported, and respected, not a one-off event. You can make learning part of your workplace culture by taking the following steps:

- Offer short, practical learning sessions that focus on real-world scenarios and help people understand what respectful behaviour looks like and how to respond when it's missing.
- Include bystander training for everyone, from managers to contractors, so people know how to speak up safely and support others.
- Tailor learning to different roles so it feels relevant and connected to daily work.

- Create space for reflection and discussion to build shared understanding, empathy, and confidence across teams.
- Partner with Aboriginal and Torres Strait Islander-led organisations to make cultural safety part of everyday behaviour, not just a training topic.
- Refresh learning regularly to keep attitudes aligned with your workplace values and maintain momentum over time.

Why these actions matter

Culture change starts with what leaders say, do, and model every day. When gender equality, safety, and respect are visible in leadership, communication, and learning, they move from being policies on paper to shared values in action.

Small, consistent choices like the language leaders use, the stories they share, and the way they listen shape how safe and included people feel at work.

By making respect part of daily communication, decision-making, and relationships, leaders send a clear message:

Everyone belongs here, everyone's voice matters, and everyone has a role in upholding dignity and safety.

That's how trust grows and how a culture of gender equality, safety and respect becomes business as usual.



MOVE TO

Consistency, participation, shared ownership

Embed accountability for gender equality, safety, and respect in leadership.

Make gender equality, safety and respect part of what good leadership looks like by taking these steps:

- Integrate gender equality, safety, and respect into leadership goals, performance expectations, and reviews.
- Set clear KPIs for conduct that supports gender equality, safety and respect and link these to promotion, recognition, and pay.
- Encourage leaders to model learning, talk openly about challenges, seek feedback, and show that growth is valued as much as outcomes.
- Recognise and reward progress on gender equality, safety and respect goals through visible acknowledgement, incentives, and celebration of positive leadership examples.
- Reinforce accountability publicly so staff see that respectful leadership is expected, supported, and celebrated at every level.

Communicate your values of gender equality, safety, and respect through inclusive external communication

Show your commitment to gender equality, safety and respect in every way your organisation presents itself. Your website, recruitment materials, social media, and public messaging should all be aligned with your commitment.

Here are some ways you can communicate your values:

- Use gender-inclusive language and diverse, authentic imagery in external communications to reflect and respect the diversity of the people and communities your organisation serves.

- Audit your websites, campaigns, job ads, and other external communications regularly to remove stereotypes or assumptions (for example, showing only women in caregiving roles or men in leadership).
- Highlight your values and commitments publicly through your website, social media, and marketing materials.
- Share authentic stories, case studies, or progress updates to demonstrate that gender equality, safety, and respect are lived values for your organisation.
- Include messages that promote shared responsibility and respectful behaviour, helping to challenge harmful gender norms and model positive cultural change.

Engage with Aboriginal and Torres Strait Islander communities through respectful and collaborative efforts

Here are some practical ways you can build lasting, two-way relationships that strengthen cultural understanding:

- Reach out to local Aboriginal and Torres Strait Islander organisations for advice, collaboration, and partnership on recruitment, training, and program design.
- Seek feedback from community representatives and Aboriginal and Torres Strait Islander staff on how you are doing in providing cultural safety, inclusion, and representation.
- Include cultural safety and awareness learning in onboarding, leadership, and development programs so respect and understanding are embedded at every level.
- Create opportunities for genuine collaboration, such as joint projects, community-led initiatives, or shared events that promote cultural exchange.
- Recognise and value community voices in decision-making, ensuring engagement is continuous, not tokenistic or one-off.



Assess and act on psychosocial risks to strengthen workplace trust and wellbeing

Build a culture where mental health, respect, and safety are openly discussed and actively supported by taking these steps:

- Identify workplace factors that affect wellbeing and psychological safety by using tools such as surveys, focus groups, pulse checks, or external audits.
- Review how well your reporting systems work, focusing on accessibility, fairness, and trust.
- Share findings transparently with staff, outlining what's working well and where improvements are needed.
- Develop clear action plans based on the results, prioritising changes that build trust, improve reporting safety, and support respect.
- Check in regularly to see whether these actions are improving people's confidence, wellbeing, and engagement.

Run respect programs in teams where culture needs rebuilding or risks are higher

Here are some ways to create safe spaces for teams to reset expectations, rebuild trust, and strengthen shared values:

- Facilitate a series of sessions over several weeks where team members can openly discuss what respect looks like in their daily work.
- Work with teams to define respectful ways of working that reflect your organisation's values and encourage environments that promote gender equality, safety, and respect.
- Use reflection activities and open dialogue to explore experiences, address tensions, and strengthen understanding across the group.

Show your commitment to gender equality, safety and respect in every way your organisation presents itself.





- Add 'respect check-ins' as a regular agenda item in team meetings to keep values visible and continuously reinforced.
- Provide leadership support and follow-up, ensuring changes stick and are recognised as part of your broader workplace culture.

Encourage everyone to take shared responsibility

Calling out harmful behaviours should not fall to the same few people or one team. Encourage and support everyone to stand against conduct that is disrespectful and unsafe by taking the following steps:

- Provide practical training for staff and leaders on bystander intervention and safe response strategies.
- Reinforce that challenging disrespectful behaviour is part of maintaining a safe workplace and should never lead to retaliation.
- Offer clear 'how to speak up' guidance and make sure people know about your confidential reporting options.
- Familiarise staff with external reporting pathways such as Fair Work, Safe Work, the Australian Human Rights Commission, or police when needed.

Strengthen early support and safeguards

Here are some examples of how you can protect staff wellbeing and uphold a safe workplace culture:

- Ensure timely, confidential support for employees experiencing harm, including access to advice, accommodations, and mental health care.
- Implement strong measures to prevent and respond to backlash. This can include clear disciplinary consequences, confidential reporting options, proactive board oversight, and regular audits and staff surveys to monitor psychological safety and trust in the process.

Embed gender equality, safety, and respect in how you hire and partner

The following actions will ensure your values are reflected not just in how you treat employees, but also in how you choose the people and partners you work with:

- Communicate your commitment to gender equality, safety and respect in job ads, contractor briefs, and procurement materials, so your values are clear from the start.
- Ask suppliers and contractors about their own diversity and equality, practices, showing that gender equality, safety, and respect are shared expectations.
- Prioritise partnerships with organisations that reflect your values, reinforcing that gender equality, safety, and respect are cultural standards, not optional extras.
- Celebrate partnerships that model these values, highlighting them in internal and external communications to inspire consistency and accountability.

Build staff confidence in applying codes of conduct

Steps you can take to ensure all staff feel empowered to follow workplace policies on gender equality, safety, and respect:

- Communicate policies clearly and regularly through multiple channels (for example, intranet, posters, team briefings).
- Offer training that explains the policies in practical terms, using examples and case studies.
- Encourage questions and provide opportunities for discussion to build understanding.



GO FURTHER

Transparency, partnership, and shared accountability

Use feedback and transparency to strengthen a culture of accountability

Here's how to move beyond compliance by treating feedback as an essential part of maintaining a respectful culture:

- Establish safe and anonymous feedback channels for staff, clients, and external partners that include options for underrepresented groups or those with lived experience of exclusion.
- Resource processes properly by dedicating staff time, skilled facilitation, and translation or accessibility support so everyone can participate.
- Actively seek input from across your workforce and stakeholder base, not just the loudest voices.
- Share feedback findings openly and explain what actions will (or won't) be taken, showing that every contribution is valued and considered.
- Integrate feedback into strategic and cultural reviews and use it to guide improvements in policies, leadership practice, and everyday behaviours.
- Close the loop by sharing progress and lessons learned so people can see that feedback drives real, positive change.
- Invite feedback from people with lived experience of exclusion, such as racial, gender, disability, or cultural marginalisation, to uncover gaps in awareness and strengthen inclusion practices. Resource this process meaningfully, ensuring participants are supported and their insights are valued. Communicate openly about what is learned, including what changes will and won't be made, to build trust and accountability.

Embed respect and gender equality in all communication and representation

You can do this in a few ways:

- Regularly review campaigns, reports, and external messages for bias or exclusion.
- Show diverse voices and lived experiences across your communications and events.

Practice cultural safety through genuine partnership and representation

Adopt workplace practices that support cultural safety for Aboriginal and Torres Strait Islander staff, contractors, partners, customers, clients, and audiences. Here are some examples of how to support cultural safety through partnerships and representation:

- Acknowledge and respect Aboriginal and Torres Strait Islander knowledge systems, leadership, and cultural protocols in all areas of work.
- Begin meetings and events with an Acknowledgement of Country, and ensure it is meaningful, not rote.
- Consult with local Aboriginal and Torres Strait Islander organisations before developing programs, services, or partnerships that may affect their communities.
- Co-design initiatives with community partners so representation is authentic and decision-making is shared.
- Incorporate cultural safety principles into your organisation's values, governance, recruitment, and professional development.
- Recognise and celebrating cultural contributions within your workplace and through external communications to show that cultural safety is central to gender equality, safety and respect.



Assess and act on psychosocial risks to build a culture of trust and wellbeing

Here's how to use data and feedback as tools to strengthen psychological safety across your workplace:

- Identify workplace factors that affect wellbeing and safety through regular surveys, focus groups, and, where appropriate, external audits.
- Share feedback results transparently and communicate what will be done in response, so staff can see their voices are heard.
- Develop clear action plans to address identified risks, with timelines and responsibilities made visible.
- Prioritise improvements that build trust, respect, and psychological safety in everyday work.
- Follow through visibly by reporting back on progress and outcomes so people know their input leads to real change.

Invest in staff capability and confidence to uphold a respectful culture

Here's how to make respect part of how people work every day, not just what they're trained to do:

- Equip all employees with practical knowledge of your organisation's expectations and standards, including codes of conduct, anti-bullying, anti-harassment, anti-racism, and inclusion policies.
- Embed respectful workplace practices into induction, onboarding, and performance reviews so everyone understands their role in maintaining a positive culture.
- Encourage leaders to model inclusive behaviour, respond constructively to concerns, and create space for open, honest conversations.
- Run respect programs in teams or environments where risks are higher, using multi-session formats to co-create behavioural norms, and add regular 'respect check-ins' to team meetings.

- Recognise and reward staff who demonstrate respectful behaviour and support others to do the same, reinforcing that culture is built through everyday actions.

Promote and normalise flexible work

Make flexibility part of workplace culture:

- Encourage senior leaders to model flexible work practices visibly.
- Share stories (with consent) of staff using flexible options to normalise uptake.
- Reinforce that flexibility benefits everyone (not just parents or carers) and supports wellbeing, study, volunteering, and other commitments.

Examples in action

QBE produced five storytelling videos in which employees shared experiences of everyday disrespect. This encouraged colleagues to build empathy by 'standing in another's shoes' and recognising how such behaviours are often normalised. Safe forums were created for staff to reflect on their own impact, commit to change, and strengthen a culture of proactive bystander intervention through simple actions such as 'checking in' or 'calling it out.'

Viva Energy normalised challenging disrespect by equipping all employees with a simple, non-threatening phrase, '*Say it again*,' to call out inappropriate comments in the moment. The organisation reinforced that 'everyday sexism is sexism,' positioning casual remarks as potential precursors to more serious behaviours. Leaders were emphasised as role models with clear responsibility for intervening, while inclusivity efforts were broadened beyond gender, also to address race and religion.

Source: Champions of Change
[FOCUSED on Everyday Respect.](#)



Key area: Everyday operations

This is about putting gender equality, safety and respect into action across everything you do—from how you deliver services and choose suppliers to how your teams work and make decisions

START

Put the core systems in place

Recognise and manage sexual harassment like any other work health and safety risk.

The Safe Work Australia model Code of Practice on managing psychosocial hazards at work explicitly identifies sexual harassment as a psychosocial hazard that must be managed. You can manage the risk of sexual harassment by taking steps like these:

- Name sexual harassment as a formal hazard in your risk register.
- Consult with employees about where risks exist and how they can be reduced.
- Conduct regular risk assessments that consider factors such as remote work, client interactions, late-night work, and alcohol-related events.
- Redesign high-risk roles or situations (for example, use buddy systems, provide safe transport options, or set clear conduct expectations).

Train staff who manage complaints to respond respectfully and confidentially

Here are some ways you can support those handling sensitive issues like discrimination, harassment, or domestic and family violence, to do so with care and professionalism:

- Provide specialised training in trauma-informed, culturally safe, and psychologically supportive approaches.
- Ensure staff understand privacy obligations and how to protect complainants from harm or retaliation.
- Offer regular supervision and support for people in complaint-handling roles to prevent burnout and maintain quality responses.
- Review procedures periodically to make sure they continue to reflect best practice and build trust in the process.

Establish safe, confidential, and simple reporting systems

Here's how to make it straightforward for people to report inappropriate behaviour or raise concerns:

- Provide internal and third-party reporting options, with anonymity where possible.
- Clearly explain how reports are handled and what protections apply.
- Train managers to respond appropriately, respecting privacy and ensuring fairness.
- Include reporting information in onboarding, staff handbooks, and regular communications.



Make gender equality and respect visible in how you communicate and represent your organisation

Here's how to show that gender equality, safety, and respect are part of who you are, through how you communicate and who you feature:

- Audit promotional and internal content for representation gaps.
- Partner with diverse creators for authenticity and accuracy.
- Use gender-inclusive terms in contracts, policies, and communications— replace gendered terms like 'he/she' with 'they,' and avoid assumptions in job ads or forms.

Track and review culture and complaints

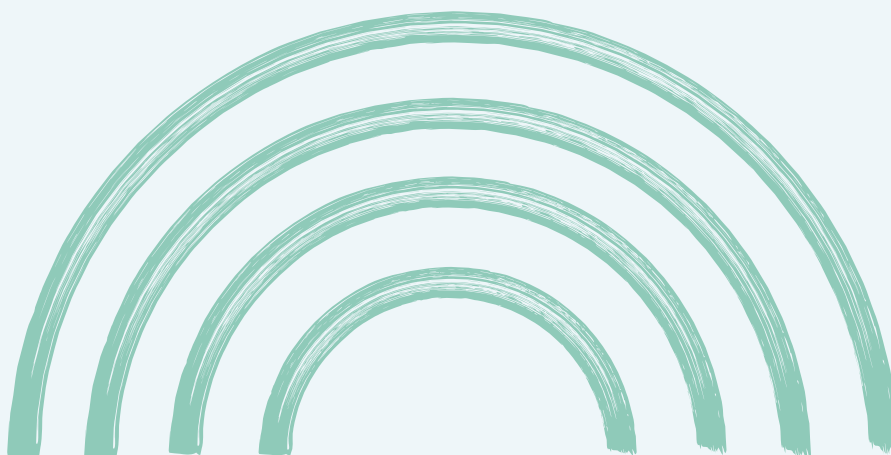
Here's how to collect data that helps you see what's really happening in your workplace:

- Record anonymised information on culture, wellbeing, and complaints in a central system.
- Capture key details such as complaint type, response time, and resolution.
- Review data regularly to spot patterns and identify areas for improvement.
- Share a de-identified summary of findings with staff to show transparency and build trust.

Deliver ongoing, role-based bystander training to build skills, confidence, and respect

Here's how you can help everyone understand how to step in when they see disrespectful or harmful behaviour:

- Provide interactive, role-specific training for leaders, managers, frontline staff, and contractors that builds practical skills for safe, early intervention.
- Use real-life scenarios, role plays, and group discussions to build confidence in being an active bystander.
- Partner with Aboriginal and Torres Strait Islander-led organisations and other experts to deepen understanding of cultural safety, colonialism, racism, and sexism.
- Identify where risks are higher—such as teams with client-facing or remote work—and provide extra support through multi-session programs that co-create behavioural norms.
- Make learning ongoing, not one-off: include reflection exercises, team 'respect check-ins,' and refresher sessions to keep values alive in daily practice.
- Reinforce learning with informal sessions (for example, lunch-and-learns and webinars) and accessible resources like articles, videos, and toolkits.





Articulate clear consequences for violence and discrimination

Here's how to reinforce a zero-tolerance stance and prioritising victim/survivor safety:

- Include consequences in your code of conduct and disciplinary processes for behaviour that is violent, discriminatory, or creates other psychosocial risks.
- Communicate expectations around conduct that promotes gender equality, safety, and respect during onboarding and training.
- Ensure responses to reports of harmful behaviour are proportionate, trauma-informed, and prioritise safety of those affected.
- Provide support services such as counselling, employee assistance programs, or external referrals.
- Review support service delivery and external engagement and ensure operations are aligned with gender equality, safety, and respect goals.
- Conduct annual reviews of other service offerings, partnerships, and communications.
- Engage diverse stakeholders in the review process.
- Update practices and messaging to reflect evolving standards and community expectations.
- Share changes and improvements with staff, clients, and partners.

Provide inclusive equipment and workwear

You can ensure all staff have what they need for safety, comfort, and dignity with these actions:

- Supply Personal Protective Equipment (PPE), uniforms, and tools designed for diverse body types, genders, and accessibility needs.
- Consult with staff on what they need to feel comfortable and safe.
- Include adaptive and ergonomic equipment (for example, height-adjustable desks, screen readers and communication aids, accessible kitchens).
- Budget for inclusive equipment as a standard operational cost, not an optional extra.

Plan inclusive and accessible workplace activities

These steps can help make every event, meeting, or celebration allows everyone to participate safely and comfortably:

- Choose accessible venues with step-free access, nearby public transport, quiet spaces, and alcohol-free options.
- Cater for diverse dietary and cultural needs, and ensure safe and accessible travel options (for example, taxi vouchers, carpooling, or well-lit routes).
- Schedule meetings and celebrations at times that consider caring responsibilities and other personal commitments.
- Commit to diverse representation in speakers, facilitators, and panels to reflect the breadth of lived experience across your workforce and community.
- Provide access to private spaces for prayer, breastfeeding, and other personal needs to support dignity and inclusion.
- Use tools like the [Australian Government Disability Gateway](#) or local accessibility checklists to guide event planning.



- Brief organisers and hosts on expectations regarding gender equality, safety and respect so accessibility becomes part of every event's design, not an afterthought.

Review and improve leave and workplace entitlements for inclusivity

Ensure all policies and conditions support gender equality, safety, and respect by taking the following steps:

- Replace gendered terms (for example, 'maternity/paternity leave' with 'parental leave') across all documents.
- Provide equal parental leave entitlements for all parents, regardless of gender, role, or family type (including adoptive, foster, and same-sex parents).
- Normalise caregiving by sharing stories (with consent) of men and non-birth parents taking parental leave.
- Include at least 10 days of paid domestic and family violence leave, with confidential access to support, in line with legal requirements.
- Audit workplace policies for flexibility, the right to disconnect, caregiver support, and inclusive leave options (for example, gender affirmation, cultural or miscarriage leave).
- Introduce floating public holidays to respect cultural and religious diversity.
- Involve employees in shaping entitlements to ensure gender equality, cultural recognition and safety, and inclusivity.

Why these actions matter

Preventing harm isn't just about responding when something goes wrong, it's about designing work and culture so risks never take root. Treating sexual harassment as a workplace hazard puts responsibility where it belongs: on systems, not individuals.

When leaders integrate prevention into everyday operations—from how spaces are designed to how data is tracked—they send a clear message that gender equality, safety, and respect are non-negotiable.

Embedding these practices builds:

- **trust**, by making it safe to speak up and know concerns will be handled fairly.
- **accountability**, through transparent reporting, follow-up, and visible consequences.
- **confidence**, by ensuring everyone has the tools, equipment, and knowledge to work safely and respectfully.

These aren't compliance tasks, they're how you create a workplace where respect is built into every interaction, decision, and design.



MOVE TO

Strengthen, co-design, and expand scope

Mitigate risks from external parties and high-risk environments

You can extend your prevention approach beyond employees to include clients, suppliers, contractors, and the public by taking these steps:

- Communicate clear behavioural expectations to external stakeholders.
- Include zero-tolerance and conduct clauses in contracts and partnership agreements.
- Display signage in public-facing areas reinforcing safe and respectful standards.
- Train staff to respond to inappropriate behaviour and report incidents quickly.

Create safe, trusted, and culturally informed reporting systems

Think about channels that protect privacy, build trust, and lead to action and consider the following approaches:

- Offer multiple options for reporting, including confidential, anonymous, and third-party platforms.
- Make reporting culturally safe and trauma-informed by involving Aboriginal and Torres Strait Islander liaison officers, community representatives, or specialist supports.
- Co-design systems with staff, managers, and worker representatives to ensure they are fair and accessible.
- Train managers and contacts to respond with empathy, consistency, and cultural awareness.
- Act quickly and transparently by acknowledging reports within 48 hours and resolving them within 30 days where possible.

Embed gender equality, safety, and respect into your systems and everyday interactions

Move from visible representation to consistent, inclusive practice across your organisation by taking practical steps:

- Ensure physical and digital environments are inclusive and accessible for everyone.
- Review templates, contracts, and communications regularly to keep language current and inclusive.

Use data to strengthen culture and accountability

Go beyond collection and use data to guide action and learning by taking the following steps:

- Track a broader range of indicators such as bystander activity, reporting safety, and resolution timeliness.
- Compare results over time to see whether changes are working.
- Share trends and lessons learned across teams to encourage shared responsibility.
- Use insights to shape policies, training priorities, and leadership development.

Work with clients, suppliers, and contractors who model your values

Prioritise partnerships with organisations that actively demonstrate values of gender equality, safety and respect in both words and actions:

- Include gender equality, safety, and respect criteria in procurement and contracting processes.
- Ask potential partners about their workplace policies on gender equality, cultural safety, and anti-discrimination.
- Choose suppliers who reflect community diversity (for example, women-led, Aboriginal and Torres Strait Islander-owned, disability-inclusive businesses).
- Review existing partnerships annually to ensure alignment with your values.



Keep records of harmful behaviours

Here are some steps you can take to support accountability and improvement:

- Log all reports in a secure system, including incident details and follow-up actions.
- Categorise incidents by type (for example, racism, sexism, ableism, homophobia) to identify trends.
- Clearly outline investigation processes and protections for complainants and whistleblowers.
- Using data to inform training, policy updates, and cultural improvements, and share anonymised insights where appropriate.

Ensure inclusive physical and social environments

Create spaces and norms that welcome everyone by taking actions like these:

- Provide gender-inclusive bathrooms and signage.
- Offer uniforms and workwear suited to different body types, genders, and cultural needs.
- Review meeting and collaboration practices to ensure full participation (for example, sending agendas in advance, flexible formats).
- Conduct accessibility audits of premises and acting on findings.

Make services and products accessible

You can ensure your offerings are usable and welcoming to all customers and communities by taking actions like these:

- Audit physical and digital environments for accessibility (for example, ramps, accessible bathrooms and kitchens, captioning, alt text, and screen reader compatibility).
- Provide materials in alternative formats such as large print, audio/video, and Easy English.
- Train staff on disability inclusion and respectful customer service.

- Seek feedback from people with lived experience of disability to guide improvements.

GO FURTHER

Integrate, publish, and lead

Make sexual harassment prevention business as usual

Move from managing risks to leading change, both internally and across your networks by doing the following:

- Integrate sexual harassment prevention into your organisation's broader safety, wellbeing, and leadership programs.
- Partner with industry bodies and clients to promote respectful workplace standards.
- Use incident data and feedback to continuously improve policies and risk controls.
- Share lessons learned and model transparency to help raise standards across your sector.

Embed trusted, transparent, and continuously improving reporting systems

Go beyond compliance and make reporting part of a culture of accountability and learning with these actions:

- Regularly review the effectiveness of reporting channels with input from staff and stakeholders.
- Use data to track patterns (reporting rates, resolution times, and culture indicators) and share findings transparently.
- Close the feedback loop by showing how reports lead to real change.
- Integrate reporting insights into leadership reviews, risk management, and culture initiatives to keep improving trust and outcomes.



Make gender equality, safety, and respect part of your workplace culture

Gender equality and respect can become how you work, not just what you say, by taking steps like these:

- Reinforce inclusive values in meetings, newsletters, and internal updates.
- Include reflections on gender equality, safety, and respect in performance reviews and team discussions.
- Celebrate milestones and improvements in workplace culture.
- Share stories that highlight gender equality, safety, and respect in action, showing staff that this is everyone's responsibility.
- Choose suppliers and partners that share your commitment to gender equality, safety, and respect.

Embed data-driven learning and accountability across your organisation

Here's how to make data part of how you lead, learn, and communicate about gender equality, safety, and respect:

- Integrate workplace culture, wellbeing, and complaint data into leadership reviews and strategic planning.
- Track long-term indicators such as recurrence rates, productivity impacts, and cultural improvements.
- Share anonymised insights openly with staff and stakeholders to demonstrate transparency and progress.
- Involve employees in interpreting results and co-designing next steps, turning data into shared ownership and continuous improvement.

Ensure physical and digital workspaces are inclusive, accessible, and continuously improving

Design environments that support people of all abilities, cultural backgrounds, language needs, and neurodivergent experiences by taking steps like these:

- Conduct regular accessibility and inclusion audits of physical spaces, digital platforms, and workplace practices, using structured tools such as the [CBM Gender and Disability Analysis Toolkit](#).
- Involve staff in audits through surveys, interviews, and focus groups to capture lived experience and identify practical barriers.
- Provide physical access (for example, ramps, wide doorways, accessible bathrooms) and design sensory-friendly spaces (for example, quiet zones, adjustable lighting).
- Apply accessible digital standards (for example, alt text, screen reader compatibility, high-contrast visuals).
- Use plain language in all communications and offer multilingual support where possible.
- Incorporate culturally safe symbols, images, and cues in signage and materials to reflect diverse identities.
- Develop and review an action plan annually to address identified gaps and demonstrate ongoing improvement.

Make all roles flexible

Adopt a 'flexible-by-default' or 'if not, why not' approach by taking steps like these:

- Review each role to identify suitable flexibility options (for example, hours, location, job-sharing).
- Document genuine business reasons where flexibility isn't possible.
- Communicate flexibility options clearly in job ads, onboarding, and team discussions.
- Encourage leaders and managers to openly model flexible work practices.



Strengthen digital safety

Invest in strong digital safety practices to support a respectful workplace culture and protect staff by ensuring technologies are designed and managed with safety in mind.

Conduct a digital safety audit

- Map all communication and collaboration tools used (email, messaging apps, project platforms, social media).
- Identify features that could be misused (e.g., message deletion, private channels, anonymous posting, stalking).
- Review who has access to these tools (staff, contractors, clients) and how permissions are managed.

Assess risk profiles

- Analyse which tools allow immediate, unmonitored contact (e.g., text, Slack) versus slower, more controlled channels (e.g., email).
- Consider openness of platforms (internal vs. public-facing) and potential for harassment or stalking.

Review monitoring and reporting capabilities

- Check if tools have built-in reporting or moderation features.
- Ensure there is capacity (staff and systems) to monitor activity and respond promptly to abuse.

Update policies and settings

- Align tech use policies with workplace respect and safety standards.
- Configure tools to reduce risk (e.g., limit message deletion, enable audit logs, restrict anonymous posting).
- Include clear consequences for misuse in policies.

Train and inform staff

- Provide guidance on respectful online behaviour and risks of tech-based GBV.
- Make reporting channels clear and accessible.

Plan for emerging technologies

- Include new tools in risk assessments before rollout.
- Regularly review and update audits as technology evolves.





Support Aboriginal and Torres Strait Islander businesses through procurement

Prioritise Aboriginal and Torres Strait Islander-owned businesses to promote inclusion and cultural safety with these actions:

- Identify procurement needs (for example, catering, cleaning, training, recruitment, cultural safety programs).
- Use platforms like Supply Nation to find endorsed Aboriginal and Torres Strait Islander businesses.
- Build long-term relationships with Aboriginal and Torres Strait Islander-owned suppliers and seek feedback to improve practices.
- Include cultural awareness and respect clauses in supplier agreements.

Acknowledge and address identity strain and colonial load

Support equitable recognition and cultural safety by ensuring the additional responsibilities and contributions of Aboriginal and Torres Strait Islander staff are valued, supported, and properly compensated. There are a few practical ways you can do this:

- Acknowledge the additional cultural and community expectations placed on Aboriginal and Torres Strait Islander staff, such as providing cultural guidance, representing community perspectives, or supporting reconciliation initiatives.
- Include cultural responsibilities in job descriptions, workload planning, and performance assessments so that they are visible, valued, and not treated as 'extra' work.
- Co-design a cultural remuneration package in consultation with Aboriginal and Torres Strait Islander staff and community representatives, that reflects principles of self-determination and respect. This may include:
 - paid cultural leave and additional unpaid leave to fulfil cultural responsibilities
 - an annual cultural load allowance
 - additional superannuation or professional-development budgets
 - access to trauma-informed and culturally safe wellbeing supports.

What identity strain and colonial load mean

Identity strain refers to the strain employees feel when they or others view their identity as not meeting the norms or expectations of the dominant culture in the workplace. This leads to employees expending effort and energy managing their identity in the workplace to avoid the negative consequences of discrimination, harassment, bias and marginalisation.

Cultural or colonial load is the invisible load borne by Aboriginal and Torres Strait Islander people in the workplace. When someone is the only Aboriginal or Torres Strait Islander person in the workplace, or one of a small few, there is often an expectation that they respond to all things relating to Aboriginal and Torres Strait Islander people in the workplace and speak on behalf of all Aboriginal and Torres Strait Islander peoples.



- Avoid over-burdening Aboriginal and Torres Strait Islander staff by sharing appropriate cultural engagement responsibilities (for example, event planning, acknowledgements, cultural awareness initiatives) across all employees, including non-Aboriginal and Torres Strait Islander colleagues.
- Engage external facilitators or cultural advisors to reduce internal demand on Aboriginal and Torres Strait Islander employees and ensure authenticity in cultural activities.
- Publicly acknowledge the cultural leadership and community engagement undertaken by Aboriginal and Torres Strait Islander staff, ensuring recognition is meaningful and ongoing.
- Review the cultural remuneration package and related supports annually through consultation, feedback, and data collection to ensure effectiveness, fairness, and alignment with staff needs and organisational values.

Examples in action

QBE: To bring to life the messages from five storytelling videos that were developed, 26 engagement sessions were delivered to around 500 employees. A 'Shared Language' campaign is also being launched to give employees practical phrases to use safely when intervening. These initiatives have been embedded into broader wellbeing and inclusion programs to reinforce lasting cultural change.

Our Watch: To better acknowledge the ongoing cultural knowledge and leadership of Aboriginal and Torres Strait Islander staff, Our Watch developed a Cultural Knowledge Recognition Package—the first of its kind in the organisation.

The package was co-designed through extensive consultation with Aboriginal and Torres Strait Islander board and staff members, community leaders, and sector experts. While other models offered one-off payments, this approach recognises the continuous and embedded nature of cultural contribution.

The package provides:

- \$5,000 annual cultural knowledge allowance (plus superannuation)
- 2% higher superannuation contribution
- 2 additional paid wellbeing days
- up to \$5,000 annual professional development fund
- extended compassionate leave to include kinship and community members
- 10 days of cultural and ceremonial leave (3 paid, 7 unpaid)
- access to cultural and clinical supervision through Aboriginal and Torres Strait Islander-led services

In embedding recognition into policy and process, Our Watch acknowledges the vital role that cultural expertise and community engagement play in organisational success.



PART 3

Further reading

Our Watch

[Workplace Equality and Respect](#)

[Taking an intersectional approach](#)

[Creating safe-to-speak cultures](#)

[Toolkit for Managing Resistance and Mitigating Risk in Workplace Equality and Respect Initiatives](#)

[Toolkit: Engaging leaders to prevent gender-based violence in the workplace](#)

[Bystander action](#)

[Learning briefs: Engaging employers in preventing workplace sexual harassment](#)

[Toolkit: Communicating safety, gender equality and respect in the workplace](#)

[Addressing customer and client-perpetrated sexual harassment](#)

[Creating safe, equal and respectful workplaces for Aboriginal and Torres Strait Islander women: A beginners guide](#)

[Creating safety, equality, inclusion and respect for women with disabilities in the workplace: A guide](#)

[Am I ready? starter scan](#)

[Fact sheet: Great practice in collecting and analysing diversity data](#)

[FAQs: Collecting and analysing data](#)

[Tip sheet: Designing workplace equality and respect surveys](#)

[Tip sheet: Running employee focus groups](#)





Australian Human Rights Commission

[Guidelines for complying with the positive duty](#)

[Information guide on the positive duty](#)

[A resource for small business on the positive duty](#)

[Fact sheets and other resources](#)

[Speaking from experience: What needs to change to address workplace sexual harassment](#)

[Workplace sexual harassment resources](#)

Australian Institute of Company Directors

[Positive duty to prevent workplace sexual harassment — a director's guide](#)

Champions of Change Coalition

[FOCUSED on everyday respect](#)

[7 switches: A guide for inclusive gender equality by design](#)

[Power to create inclusive gender equality in the workplace](#)

[In the eye of the beholder: Avoiding the merit trap](#)

[Building confidence and trust in workplace responses to sexual harassment](#)

[Sexual harassment](#)

Safe Work Australia

[Model Code of Practice: Sexual and gender-based harassment](#)

[Resources on workplace sexual harassment](#)

Fair Work Commission

[Family and domestic violence leave](#)

Pride in Diversity

[Australian Workplace Equality Index](#)

Rainbow Health Australia

[Pride in Prevention Evidence Guide](#)

Workplace Gender Equality Agency

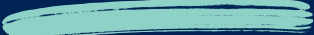
[Action Planning Playbook](#)

[Action Planning Tool](#)

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**Our
Watch**

Preventing violence
against women