
HRP016 – Equal Employment Opportunity

1. Intention

To outline the principles of Equal Opportunity as legislated under the *Equal Opportunity Act 1984* for all employees and individuals who have dealing with Council to ensure that the workplace is free of discrimination and harassment.

2. Scope

This policy applies to:

- Elected Members;
- All workers whether by way of appointment, secondment, contract, temporary arrangement or volunteering, work experience, trainees and interns; and
- Any external party involved in providing goods or services to the Council, such as contractors, consultants, outsourced service providers and suppliers.

3. Statement

The Shire of Waroona recognises its legal obligations under the *Equal Opportunity Act 1984* and will actively promote equal opportunity and diversity based solely on merit to ensure that discrimination does not occur on the grounds of gender, age, marital status, pregnancy, race, disability, and religious or political convictions. This policy applies to all elected members, employees, volunteers and contractors to the Shire.

All employment recruitment and training with the Shire of Waroona will be directed towards providing equal opportunity to all employees provided their relevant experience, skills and ability to meet the minimum requirements. The Shire of Waroona will endeavour to ensure:

- Job and career progression will be based on performance and potential to perform effectively;
- The workplace is free from any form of discrimination, bullying, sexual harassment and racial harassment;
- The philosophy and principles of equal employment opportunity will apply at all levels of the organisation, including any persons visiting / working on Shire of Waroona premises; and
- Employees receive regular equal employment opportunity awareness training.

The above instructions are designed to comply with the requirements of the Shire of Waroona Equal Opportunity Management Plan, Shire of Waroona Code of Conduct Policy, applicable management practices and the relevant state and federal legislation.

4. Legislative and Strategic Context

The *Local Government Act 1995*, *Disability Discrimination Act 1992*, *Equal Opportunity Act 1984*, *Fair Work Act 2009*, *Industrial Relations Reform Act 1993*, *Racial Discrimination Act 1975*, *Sex Discrimination Act 1984* and the associated subsidiary legislation provide the broad framework within which this policy operates.

5. Review

This policy is to be reviewed as required.

6. Associated Documents

Nil.

Division	Human Resources				
Policy Number	HRP016				
Contact Officer	Manager Corporate Services				
Related Legislation	Local Government Act 1995 Disability Discrimination Act 1992 Equal Opportunity Act 1984 Fair Work Act 2009 Racial Discrimination Act 1975 Sex Discrimination Act 1984				
Related Shire Documents	EEO001 – Shire of Waroona Equal Opportunity Management Plan				
Risk Rating	Low	Review Frequency	As required	Next Review	When required
Date Adopted	22/06/2021			OCM21/06/071	

Amendments		
Date	Details of Amendment	Reference
Previous Policies		
Nil		