

1.0 Objectives

- 1.1 To recognise and encourage diversity within Delta Electricity.
- 1.2 To encourage all individuals to realise their full potential.
- 1.3 Ensure irrelevant criteria do not interfere with employment opportunities.
- 1.4 Provide a workplace free of discrimination, harassment and bullying.

2.0 Definitions

Workforce Diversity

Workforce diversity is inclusive of all individuals in the organisation. Individuals are able to contribute their unique talents and skills influenced by their culture, social economic, educational, historical backgrounds, preferences and abilities.

Equal Employment Opportunity

Equal Employment Opportunity provides an environment that encourages all individuals to realise their potential, taking into account the diversity of the workforce and ensuring that irrelevant criteria do not interfere with an individual's employment opportunities and participation in the workplace.

Discrimination

Discrimination is treating someone unfairly or unequally because they belong to a particular group or category of people. It is unlawful to discriminate against someone, or harass them because of their:

- sex;
- pregnancy;
- race or ethno-religious background - this includes colour, ethnic background, descent or national identity;
- marital status;
- disability - this includes past, current and future disability.
it includes:
 - physical disability

- physical illness or disease that makes, or has made, any part of the body or brain work differently;
- homosexuality;
- transgender;
- age,
- carers' responsibility.

Harassment

In general, harassment is any form of behaviour that is not wanted and not asked for and that:

- humiliates someone (puts them down); or
- seriously embarrasses them; or
- offends them; or
- intimidates them,

and that happens because of their (or any one of their relatives', friends' or colleagues) sex, pregnancy, race, disability, homosexuality, transgender, age, marital status or carer's responsibility.

Workplace Bullying

Workplace bullying is the treatment of a person by another or others in the workplace which may be considered unreasonable and inappropriate workplace practice. Whilst bullying generally involves repeated inappropriate treatment, in some more serious cases one single act may constitute bullying. It includes behaviour that intimidates, offends, degrades or humiliates a worker.

Bullying includes unacceptable behaviour that is not specifically included in the anti-discrimination legislation (refer to the definitions of harassment and discrimination)

3.0 Policy

- 3.1 Delta Electricity provides opportunities for staff to develop and utilise their unique talents, to meet business challenges ahead and to create opportunities which lead to business success.
- 3.2 Delta Electricity aims to achieve fair practices and behaviour in the workplace by applying the principles of Equal Employment Opportunity in all aspects of employment including the selection, remuneration, development and promotion of employees and conditions of service.
- 3.3 Delta Electricity is committed to providing flexible working arrangements, which offer a mutual benefit to both the organisation and its employees.

3.4 Delta Electricity is committed to providing a workplace free from discrimination, harassment and bullying.

3.4.1 All grievances will be dealt with:

- impartially and without prejudice;
- confidentially, involving only those people necessary to resolve the complaint;
- sympathetically, sensitively and seriously;
- as quickly as possible.

Employees lodging grievances and witnesses will not be victimised in any way for their involvement in a grievance..

4.0 Standards and Procedures

4.1 This policy is supported by the following Delta Electricity Standards and Procedures and EEO Plans:

- i) Grievance Handling and the Prevention of Harassment, Discrimination and Bullying - [DES PE 004-01](#)
- ii) Problem and Grievance Support – [DES 004-03](#)
- iii) Parental Leave - [DES PE 001-09](#)
- iv) Personal Leave - [DES PE 001-06](#)
- v) Working from Home Guidelines - [DES PE 001-14](#)
- vi) Delta Electricity's Ethnic Affairs Priority Statement
- vii) Delta Electricity's Disability Plan

5.0 Legislation/Regulatory Provisions

- 5.1 i) NSW Anti-Discrimination Act 1977
- ii) NSW Disability Services Act 1993

6.0 Accountability

6.1 The Workforce Diversity Co-ordinator is responsible for developing corporate workforce diversity strategies.

6.2 The Workers Compensation and Recruitment Manager is responsible for ensuring discrimination free recruitment and that selection practices are based on merit and equal opportunity.

- 6.3 Business Units are responsible for developing and implementing workforce diversity strategies to address the EEO requirements within their Business Unit.

- 6.4 Managers/Team Leaders are responsible for ensuring that staff under their control are aware that inappropriate behaviour will not be tolerated, that complaints will be thoroughly investigated and that disciplinary action may be taken if appropriate.

Chief Executive