

# Indigenous Employment & Training Policy

## Rationale

This policy sets out IBRS's commitment to Indigenous Australians and the possible employment and training opportunities that may be taken to make a positive contribution toward supporting and reconciling with Indigenous Australians. At IBRS, we are committed to recognising and respecting the needs of Indigenous Australians. We strive for a reduction in the gap between Indigenous Australians and other Australians. We aim to achieve this through working together on cross cultural communication; training and development; employment opportunities and through the provision of equal opportunity in employment and the promotion of inclusion and diversity in the workplace.

## Scope

This policy applies to all employees, contractors, consultants and apprentices.

## Definitions

Indigenous means Australian Aboriginal and Torres Strait Islander peoples;

## Procedure

The following principles guide the focus of this policy and are used to guide the development of Indigenous programs and plans with regards to employment and training opportunities:

- Valuing the contribution that can be made by Indigenous Australians to the IBRS Workplace;
- Celebrating the knowledge, skills and history of Indigenous Australians and recognising the value of cultural diversity in the workplace;
- Promoting cultural diversity within IBRS by assisting all employees to better appreciate Indigenous cultures;
- Understanding and adhering to the cultural protocols by respecting the traditional customs of Indigenous people and their communities;
- Contributing to the national reconciliation process between Aboriginal and Torres Strait Islander Australians and other Australians.

We will work to increase the participation rate of Indigenous employees across the Company by:

- Facilitating Indigenous employment opportunities based on ability, performance, and potential through:
  - Basing employment decisions on principles of equal employment opportunity (EEO);

- Engaging and retaining an Indigenous workforce and aiming to increase the long term career and employment prospects for Aboriginal and Torres Strait Islander people;
- Increasing Indigenous participation in the IBRS workforce.
- Working with relevant community bodies or government in establishing initiatives surrounding employment and training opportunities;
- Establishing a 'council' or 'committee' to oversee any Indigenous diversity in the workplace when hiring, training, producing succession planning and talent management plans;
- Encouraging Indigenous employees or candidates to identify themselves;
- Building an Indigenous tolerant workplace by taking appropriate action against decisions or people displaying behaviours that do not value diversity and this policy including discrimination, harassment, bullying and vilification.

### **Roles and Responsibilities**

Managers are responsible for:

- Ensuring that the principles outlined in this policy are applied in the workplace;
- Ensuring all decisions relating to appointment, promotion and career development are made in accordance with the principles outlined in this policy;
- Providing an inclusive environment that celebrates and recognises the contributions made by Indigenous employees;
- Ensuring their employees are aware of this policy and behave in accordance with this policy.

Employees are responsible for:

- Complying with the principles in this policy
- Treating all other employees and customers with respect and professionalism

### **Related Policies**

Refer also to our EEO policy and Anti Discrimination Policy.