



An Australian Government Initiative



NORTHERN RIVERS

RDA Northern Rivers Anti-Discrimination Policy

Purpose

RDA Northern Rivers (RDA NR) is committed to providing an inclusive and respectful environment, free from discrimination and harassment. This Anti-Discrimination Policy outlines the organisation's commitment to preventing discrimination and ensuring equal opportunity for all employees, board members, contractors, clients, and stakeholders. The purpose of this policy is to comply with all relevant anti-discrimination laws and promote a workplace where diversity is valued and everyone is treated fairly.

Scope

This policy applies to all RDA NR employees, board members, contractors, volunteers, and anyone representing RDA NR. It covers all work-related activities and interactions within the organisation and externally with stakeholders, clients, and the public.

Definitions

- **Discrimination:** Unfair or unequal treatment of an individual or group based on protected characteristics such as race, gender, age, disability, religion, sexual orientation, marital status, pregnancy, or any other attribute protected under state and federal anti-discrimination laws.
- **Harassment:** Unwelcome behaviour that is offensive, humiliating, or intimidating, based on a protected characteristic.
- **Victimisation:** Retaliation against an individual for raising a complaint or participating in an investigation regarding discrimination or harassment.

Policy Statement

RDA Northern Rivers is committed to providing a workplace free from discrimination, harassment, and victimisation. All individuals at RDA NR have a right to work in an environment where they are treated with dignity and respect, and where their contributions are valued.

Responsibilities

- **RDA NR Management:**

Management is responsible for ensuring that the workplace is free from discrimination and that all employees and contractors are aware of and comply with this policy. This includes taking proactive steps to prevent discrimination and addressing any complaints promptly and fairly.

- **Employees and Board Members:**

All employees, board members, contractors, and volunteers must comply with this policy and treat colleagues, clients, and stakeholders with fairness and respect. Discriminatory behaviour, harassment, or victimisation will not be tolerated under any circumstances.

Prohibited Conduct

RDA NR prohibits discrimination in all forms, including but not limited to:

1. **Direct Discrimination:** Treating an individual less favourably because of a protected characteristic (e.g., refusing to hire someone based on their gender or race).
2. **Indirect Discrimination:** Implementing policies, practices, or procedures that appear neutral but disadvantage individuals with certain protected characteristics (e.g., setting a requirement for a position that disproportionately excludes individuals with disabilities, without a justifiable reason).
3. **Harassment:** Any behaviour that is offensive, humiliating, or intimidating to a person based on a protected characteristic (e.g., racial slurs, derogatory comments about someone's gender, or unwelcome advances).
4. **Victimisation:** Retaliating against an individual for making a discrimination complaint, participating in an investigation, or supporting another person's complaint.

Equal Opportunity

RDA NR is an equal opportunity employer, and all employment decisions, including recruitment, promotion, training, and development, will be based on merit, skills, qualifications, and performance, without regard to any protected characteristic.

Reporting and Complaint Procedures

1. Raising a Complaint:

Any individual who believes they have experienced discrimination, harassment, or victimisation is encouraged to raise a complaint. Complaints can be made to a supervisor, manager, or directly to the CEO. Complaints will be treated seriously, confidentially, and investigated promptly.

2. Investigation:

Upon receiving a complaint, RDA NR will conduct a fair and timely investigation. All parties involved will be given the opportunity to provide their version of events. RDA NR will ensure that the investigation process is impartial and that all necessary steps are taken to prevent further harm or harassment during the investigation.

3. Outcome:

If a complaint is upheld, appropriate corrective action will be taken. This may include disciplinary action up to and including termination of employment or contract for those found to have violated this policy. If the complaint is not upheld, RDA NR will provide a clear explanation to the complainant, along with any recommendations for resolution.

4. No Retaliation:

RDA NR strictly prohibits retaliation against anyone who makes a complaint of discrimination or harassment in good faith, or who participates in the investigation process.

Training and Awareness

RDA NR is committed to raising awareness of this Anti-Discrimination Policy by providing regular training for employees, board members, and contractors on anti-discrimination laws, respectful workplace behaviour, and how to handle complaints of discrimination.

Monitoring and Review

RDA NR will regularly monitor compliance with this policy and review it to ensure its effectiveness. Any updates or changes to this policy will be communicated to all employees and board members.

Breach of Policy

Any breach of this Anti-Discrimination Policy may result in disciplinary action, including termination of employment or contract, and legal action where applicable.

Relevant Legislation

This policy is aligned with all relevant federal and state anti-discrimination laws, including but not limited to:

- The **Anti-Discrimination Act 1977 (NSW)**
- The **Sex Discrimination Act 1984 (Cth)**
- The **Racial Discrimination Act 1975 (Cth)**
- The **Disability Discrimination Act 1992 (Cth)**
- The **Age Discrimination Act 2004 (Cth)**

Review

This Anti-Discrimination Policy will be reviewed every two years or as required to ensure compliance with relevant laws and regulations.

Review Date: September 2025

Responsibility: RDA Northern Rivers Board

Previous Versions: Nil – Version 1.0