



Equal Employment Opportunity Policy

OBJECTIVE

To ensure that the Shire of Chittering (the Shire) recognises its legal obligations under the *Equal Opportunity Act 1984* and promotes equal employment opportunity, based solely on merit, to ensure that discrimination does not occur on the grounds of gender, marital status, pregnancy, race, disability, religious or political convictions, or physical impairment.

SCOPE

This policy applies to full time, part time, permanent, temporary and casual employees of the Shire.

POLICY STATEMENT

All employment training provided by the Shire will be directed towards providing equal opportunity for all employees, according to their relevant experiences, skills and ability to meet the minimum requirements for such training.

All employment and/or promotional policies and opportunities with the Shire will be directed towards providing equal opportunity to all concerned, provided their relevant experience, skills and ability, meet the minimum requirements for such engagement and/or promotion.

The Shire will not tolerate harassment within its workplace.

The equal employment opportunity goals of the Shire shall be designed to provide an enjoyable, challenging, involving, harmonious work environment for all employees where each has the opportunity to progress to the extent of their ability.

Grievance

The Shire undertakes to treat any grievance under this policy fairly, quickly and in confidence. It will treat each case on its merits having regard to the relevant legislation and the Shire's Code of Conduct. Determinations in relation to any grievance will be the responsibility of the relevant Manager(s). Employees have the right to appeal any such determination to the Chief Executive Officer.

The above process is not intended to impede or prevent any action the employee may wish to take through an appropriate external tribunal.

DEFINITIONS

Harassment - means any unwelcome, offensive action or remark concerning a person race, colour, language, ethnicity, political or religious convictions, gender, marital status, disability, or impairment.

ROLES AND RESPONSIBILITIES

The Chief Executive Officer is responsible for the implementation of this Policy.

COMPLIANCE

Legislation	Equal Opportunity Act 1984
Industry	
Organisational	
Strategic Community Plan	5. Council Accountability and Transparency



3.2. Equal Employment Opportunity Policy

POLICY ADMINISTRATION

Review Cycle	3 Years	Next Review Due	2028
Policy Owner	Chief Executive Officer		

Version	Decision Ref	Date	Change
1		18/11/2009	Adoption