

## 2. Human Resources

### 2.6 C-2ME06 – Equal Employment Opportunity

#### **Policy**

Previous Policy Number – 9.5

#### **Objective**

To recognise the Shire of Dandaragan's obligations under the Equal Opportunity Act, 1984 and 1993 (as amended).

#### **Policy Statement**

Equal employment opportunity principles apply equally to Councillors and employees.

The principles of equal employment opportunity are:

- promotion of equal employment opportunity based solely on merit to ensure that discrimination does not occur;
- provision of training that is consistent with equal opportunity principles;
- ensuring that all promotional policies and opportunities are directed towards providing equal opportunity to all employees;
- ensuring that all offers of employment are directed to providing equal opportunity;
- refusal to tolerate harassment within the workplace; and
- provision of an enjoyable, challenging, involving, harmonious work environment for all employees where each employee has an opportunity to progress to the extent of their ability.

The Shire of Dandaragan has an ongoing commitment to raise awareness for the need and desirability of Equal Employment Opportunity practices and to ensure compliance with the requirements of the Equal Opportunity Act.

To ensure that equal employment opportunity practices are implemented, there is a need to establish a management plan which will include provision for:

- establishment and periodic review of consultative committee;
- appointment of grievance officers;
- appropriate training programmes;
- review and monitoring of personnel practices and policies;
- periodic review of the EEO policy; and
- periodic review of all Policies to eliminate any discriminatory practices.

The Shire of Dandaragan recognises its legal obligations under the Equal Opportunity Act 1984 and Amendments 1993 (as amended) and will actively promote amongst Councillors and employees equal opportunity based solely on merit to ensure that discrimination does not occur on the grounds of sex, marital status, pregnancy, race, impairment, religious or political convictions, age, family status and responsibility.

All employment training with the Shire of Dandaragan will be consistent with providing equal opportunity to all employees provided their relevant experience, skills and ability meet the minimum requirements for such training.

All promotional Policies and opportunities with the Shire of Dandaragan will be directed towards providing equal opportunity to all employees provided their relevant experience, skills

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and ability meet the minimum requirements for such promotion. All offers of employment within the Shire of Dandaragan will be directed towards providing equal opportunity to prospective employees provided their relevant experience, skills and ability meet the minimum requirements for engagement.

The Shire of Dandaragan will not tolerate harassment within its workplace. Harassment is defined as any unwelcome offensive action or remark concerning a person's race, colour, language, ethnicity, political or religious convictions, gender, material status, age, family status and responsibility or impediment (impairment).

The equal employment opportunity goals of the Shire of Dandaragan are 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.