

Penrith Rugby League Club Limited
Equal Employment Opportunity (EEO)
Policy: 2.1

1.1 Purpose

Panthers Group is committed to ensuring our organisation and all its employees act at all times in compliance with Equal Employment Opportunity (EEO) related standards and legislation. Panthers believe that people must be treated fairly and with dignity without fear of discrimination due to their personal preference or characteristics which are beyond their control. It is Panthers' policy to create a favourable work environment in which all employees can enjoy equal opportunities at all stages in the employment relationship with Panthers.

Panthers recognise that conduct and behaviour in the workplace must be in alignment with EEO, Bullying, Discrimination, Harassment and Sexual Harassment legislation and prevent the risk of Bullying, Discrimination, Harassment or Sexual Harassment.

This is achieved by:

- 1.1.1** Establishing clear policies which specifically address EEO, Bullying, Discrimination, Harassment and Sexual Harassment.
- 1.1.2** Establishing procedures that enable the prevention and early reporting of Bullying, Discrimination, Harassment and/or Sexual Harassment;
- 1.1.3** Establishing procedures that provide for the efficient handling of alleged complaints by victims of Bullying, Discrimination, Harassment and/or Sexual Harassment and resolution of those matters in a timely manner; and
- 1.1.4** Establish an understanding of zero tolerance for any breach of this policy and clear disciplinary procedures involving termination of employment.

1.2 Scope

This policy applies to Directors, employees, volunteers, contractors and consultants.

1.3 Discrimination

Discrimination is treating, or proposing to treat someone unfavourably because of a personal characteristic protected by law. The Equal Opportunity Act 2010 sets out personal characteristics that make discrimination in employment against the law. Employees are protected from discrimination at all stages of employment (including but not limited to, recruitment, selection, transfer and promotion of staff, performance management, training and development, disciplinary action and termination of employment).

It is against the law for someone to discriminate against you because of a characteristic that you have, or that someone assumes you have. These personal characteristics include:

- Age
- Carer or parental status
- Disability (including physical, sensory and intellectual disability, work related injury, medical conditions, and mental, psychological and learning disabilities)
- Employment activity

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- Gender identity, lawful sexual activity and sexual orientation
- Industrial activity
- Marital status
- Physical features
- Political belief or activity
- Pregnancy and breastfeeding
- Race (including colour, nationality, ethnicity and ethnic origin)
- Religious belief or activity
- Sex

Discrimination can be direct or indirect. Direct discrimination may include:

- Refusal to promote an employee because they have family and carer's responsibilities; or
- Refusing to employ a worker because they are 'too old', despite being fully fit for work.

Indirect discrimination may include:

- Requiring a certain length of service for an employee to be eligible for benefits such as promotion or transfer; or
- A company policy requiring all employees to read and write English fluently when this is not needed for all jobs within the company.

1.4 Affirmative Action and Gender Equality statement

It is Panthers' policy to create a work environment in which women can achieve and maintain equality. Panthers will ensure that women are able to compete for job vacancies on the same terms as men at all levels in the organisation, and in all job functions. Women across the Panthers Group are actively encouraged to fully utilise and develop their technical and managerial skills. Panthers will provide appropriate training programs and opportunities for development and promotion to all employees equally to enable all women employed by the Panthers Group to pursue their career aspirations, and to compete equally with men for available opportunities within the company. Panthers promotes gender equality within all areas of the employment life cycle including but not limited to recruitment, selection, talent identification, transfer and promotion of staff (succession planning), performance management, training and development, retention, disciplinary action and termination of employment.

1.5 Breach of Policy

Panthers Group has a zero tolerance to breaches of this EEO Policy.

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1.6 Making a claim

Panthers' policy for dealing with employee grievances or claims of a breach of this policy is outlined in Panthers Grievance Resolution Policy. Please refer to this document for further information about how to make a complaint. All complaints will be treated seriously.

1.7 Frivolous Claims

Complaints will be rejected if a preliminary investigation of the facts (including the events, dates, times, parties involved) indicates that they are found to be frivolous, vexatious, misconceived or lacking in substance. If required, frivolous claims impacting on the business or employees will be treated seriously and employees involved may be subject to disciplinary proceedings, including termination of employment where warranted.

1.8 Confidentiality

All information received by Panthers concerning alleged breaches of this EEO policy will be taken seriously and handled respectfully and professionally with the parties involved and with regard to the law, privacy, confidentiality, fairness and legal privilege.

1.9 Further Information

Should you require any further information regarding this policy then please speak to your Manager, Department Manager or contact the Human Resources Department on (02) 4720 5610.

1.10 Useful Links

- a) Anti-Discrimination Board of NSW
http://www.antidiscrimination.justice.nsw.gov.au/adb1_antidiscriminationlaw.html,c=y
- b) Workplace Gender Equality Agency (WGEA)
<https://www.wgea.gov.au/>
- c) Fair Work Ombudsman
<http://www.fairwork.gov.au/about-us/policies-and-guides/fact-sheets/rights-and-obligations/workplace-discrimination>
- d) Human Rights Commission
<https://www.humanrights.gov.au/contact-us-2>