

From: [REDACTED]
To: [REDACTED]
Cc: [REDACTED] [lin](#)
Subject: Induction & Cultural Competency requirements [SEC=OFFICIAL]
Date: Tuesday, 1 October 2024 4:31:33 PM
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Dear General Managers and Executive Managers,

I would like to update you the new Induction program for new starters and the cultural competency training requirements for all SES and EL2 employees, across both ACMA and eSafety.

Recently we released a new Induction program which ensures new employees are effectively provided with key information within their first few days of employment through utilising the mandatory training modules and pointing them to key information on The Hub. The new Induction program includes an online [Induction module](#), hosted in Learnhub, updated supporting documents, EL2 cultural competency training requirements and recommended learning for employees new to the APS. To date we have received really positive feedback about the new Induction program and how much time it is saving new employees in their first weeks in the agency.

As you are aware the [Enterprise Agreement](#) requires all ongoing EL2 employees to complete First Nations Cultural Competency Training within 12 months of the commencement of the agreement. This is one of the common conditions of employment, across the APS, as a result of the APS wide bargaining. This means it is a requirement for all ongoing EL2 employees in the APS. We have selected the [SBS Inclusion Program – First Nations Course](#) for our EL2's to complete and the cohort were enrolled in the module in August with completions due by March 2025. This was communicated to the EL2's via email in August. Shortly we will be compiling our quarterly compliance reporting of all mandatory training and will include these new requirements in our reporting to GM's.

The ACMA and eSafety are commitment to building our cultural competency through our SES, Manager and supervisor cohorts as outlined in our [Diversity and Inclusion Strategy](#) and require these cohorts to complete at least one module from the SBS Inclusion Program each year. By undertaking the [SBS Inclusion Program – First Nations Course](#), EL2's will meet this requirement. SES Officers can meet this requirement by completing any of the modules within the [SBS Inclusion Program](#).

The [SES Performance Leadership Framework](#) includes a commitment to boost First Nations employment and to embed and practice meaningful cultural safety as part of the National Agreement on Closing the Gap. This requirement can also be achieved by completing the [SBS Inclusion Program – First Nations Course](#) or an alternate cultural learning opportunity of your choosing.

Beyond just meeting the mandatory requirements, the SBS Inclusion program is an excellent resource and a very useful tool for learning more about diversity and inclusion.

I appreciate your support in meeting these requirements and please reach out to either myself or [REDACTED] if you have any questions or concerns.

Thanks

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Human Resources and Communications (HRC) Branch

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The ACMA acknowledges First Nations peoples as the Traditional Owners and Custodians of Australia. We respect and celebrate First Nations peoples as the original storytellers and content creators of the lands on which we work and honour the enduring strength and commitment of Aboriginal and Torres Strait Islander peoples to the land, waters and their communities. We pay our respects to Elders past and present.

