

Attachment A – Diversity & Inclusion Action Plan status

Action plan legend:	Achieved	On track	Overdue
Actions	11	12	8

We are purposeful

We want to deliberately take action to enhance the diversity and inclusion of our workforce. We want to ensure that discrimination, exclusion and bias has no place in our workplace.

We commit to:

- building a diverse and inclusive workforce through the application of inclusion strategies and initiatives
- developing workplace policies and practices which promote workplace diversity and are inclusive of personal differences, different perspectives and the lived experiences of our employees
- establishing a diverse workforce through the implementation of recruitment and retention strategies to attract, recruit and retain a diverse group of employees; and
- promoting positive workplace behaviours that value individual differences and do not tolerate discrimination, exclusion or bias in any form.

Supporting these commitments, we plan to undertake the following specific actions:

Action	By when	Status	Responsible
Establish a Diversity and Inclusion Strategy Working Group to monitor progress of the Strategy and be a point of consultation for those responsible for implementing the actions detailed in this Strategy.	May 2024	Achieved	Manager HR Strategy and Internal Communications
Include our Reconciliation Action Plan artwork in our recruitment material.	May 2024	Overdue Revised date June 2025	Manager HR Operations
Ensure this Strategy, and corresponding diversity and inclusion information and initiatives are communicated through upcoming revisions to the induction program and processes.	May 2024	Achieved	Manager HR Strategy

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Include responsibilities for diversity and inclusion in each round of SES and all staff with supervisory responsibilities performance development plans (to be included in templates).	June 2024	Achieved	Manager HR Strategy and Internal Communications, EMC
Update mentoring information on intranets to specifically include an option for mentoring to provide support to an individual in relation to diversity or inclusion issues, or to assist a manager in supporting diversity or inclusion issues.	June 2024	Overdue Revised date December 2025	Manager, HR Strategy and Internal Communications
Review internal and external brand guidelines and visual materials across the eSafety and ACMA websites to ensure diversity and inclusion is considered in the application of language, imagery and photography.	June 2024	Achieved	Manager, Media and External Communications eSafety General Manager, Technology and Strategy
Undertake a self-assessment against the APS Disability Employment Strategy 2020-2025	August 2024	Overdue Revised date December 2025	Manager HR Strategy and Internal Communications
Review recruitment practices and internal guidance material to ensure it includes detail on diversity, discrimination and how to utilise affirmative measures.	September 2024	Achieved	Manager HR Operations
Undertake a self-assessment against the Australian Public Service Gender Equality Strategy 2021-26	November 2024	Overdue Revised date December 2025	Manager HR Strategy and Internal Communications
Review recruitment promotional information (including the ACMA and eSafety websites and recruitment system) to ensure our commitment to diversity and inclusion is communicated, and the availability of accessibility measures and reasonable adjustments is identified.	December 2024	Achieved	Manager, HR Operations
Undertake a scoping exercise to explore how positions for disability employment can be identified and supported, including seeking advice from employment providers. The	December 2024	Overdue	Manager HR Strategy and Internal Communications

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exercise should provide clear outcomes on next steps to be delivered.		Revised date December 2025	
Undertake a self-assessment against the APS Culturally and Linguistically Diverse Employment Strategy	April 2025	Overdue Revised date December 2025	Manager HR Strategy and Internal Communications
Review all human resources policies and procedures with a view to ensure they are inclusive and do not create barriers.	June 2025	On track	Manager, HR Operations
Continue to engage at least one employee through the Indigenous Australian Government Development Program or the Indigenous Apprenticeship Program.	February 2025 and 2026	2024 – <i>achieved</i> 2025 – on track	Manager, HR Operations
Continue to engage at least five employees through the Australian Government Graduate Program.	February 2025 and 2026	2024 – <i>achieved</i> 2025 – achieved 4 (we had 7 but some declined)	Manager, HR Operations
Maintain an annual program, endorsed by EMC (for the ACMA program) and the Senior Executive Board (for the eSafety program), to recognise and celebrate diversity awareness days of significance. This program may include activities such as guest speakers, morning teas, awareness information and capability development.	February 2025 and 2026	2024 - <i>achieved</i> 2025 – on track	Manager, HR Strategy and Internal Communications (ACMA) Manager, Business Operations (eSafety)
Continue to engage at least two employees through the School Leaver Program.	February 2025 and 2026	2025 – on track	Manager, HR Operations
Consult with the Culture and Values Network and the Wellbeing team to include diversity topics in the Facts and Snacks and the Living Well programs.	March each year	2025 – on track	Manager HR Strategy and Internal Communications
Ensure a dedicated budget continues to be provided for diversity and inclusion initiatives (primarily celebration of days of significance).	June each year	2024/25 – <i>achieved</i> 2025/06 – on track	General Manager, CRD eSafety General Manager, Technology and Strategy
Provide at least two sessions per year through the HR101 initiative of selection panel training that includes	December each year	2024 – <i>achieved</i>	Manager HR Operations, Manager

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addressing issues such as unconscious bias, race and racial discrimination and ageism (the value of experience).		Note: HR101 sessions currently on hold due to budget constraints	HR Strategy and Internal Communications
Report quarterly to the Diversity and Inclusion Strategy working group on the progress of actions in this Strategy and provide a copy of the report to EMC.	Quarterly	On Track	Manager, HR Strategy and Internal Communications

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We are curious and questioning

We want to value the individual differences between each of us and use these to drive innovative design and delivery of services and the discharge of our responsibilities in a way that reflects the needs of a diverse Australian population. We want to continually grow in our understanding of diversity so that we can understand, value and support each other.

We commit to:

- recognising and embracing the skills and experiences of others, and
- learning from the different skills, knowledge and lived experiences of each other, and using this to improve what we do.

Supporting these commitments, we plan to undertake the following specific actions:

Action	By when	Status	Responsible
Promote the availability of the SBS Inclusion program eLearning courses.	May 2024	Achieved	Manager HR Strategy and Internal Communications
Create a dedicated Hub page for diversity and inclusion to make information available in a single location and provide an opportunity for employees to provide feedback, share and access learning and direct questions.	December 2024	Achieved	Manager HR Strategy and Internal Communications
Deliver compulsory diversity and inclusion training for staff in public facing roles	December 2024	Overdue Revised date October 2025	HR Manager eSafety
Ensure at least one edition each year of Learning Bite focuses on developing diversity and inclusion capability.	December each year	2024 – <i>achieved</i> 2025 – on track	Manager HR Strategy and Internal Communications
Require all SES officers and Managers & Supervisors to complete at least one module within the SBS Inclusion Program each year.	December each year	2024 – <i>achieved</i> 2025 – on track	Manager HR Strategy and Internal Communications
Promote diversity learning programs (through the agency's online learning provider) as part of diversity days of significance campaigns.	For each day of significance	2024 – <i>achieved</i> 2025 – on track	Manager, HR Strategy and Internal Communications

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We are collaborative

We want to use our differences to work better together. We want to contribute to the broader initiatives of the APS to improve diversity and inclusion. We want to provide opportunities for employees to form networks around diversity identities where they choose to do so and provide opportunities for all employees to share their skills and knowledge in relation to diversity.

We commit to:

- making each other feel valued and comfortable to contribute our own skills and experiences
- actively seeking input from those that have different skills, perspectives and lived experiences to ourselves; and
- ensuring that we use knowledge and experience outside our agency to enhance our approach to diversity and inclusion.

Supporting these commitments, we plan to undertake the following specific actions:

Action	By when	Status	Responsible
Establish a working group to oversee the completion of actions from this Strategy and inform the development of the next Strategy.	May 2024	Achieved	Executive Manager, HRC Branch
Expand initiatives to conduct exit interviews and surveys, to allow any workplace improvements relating to diversity to be collected from employees leaving the agency.	June 2024	Overdue Revised date September 2025	Manager HR Strategy and Internal Communications
Implement stay interviews to understand what employees like and to ensure workplace improvements can be made prior to employees leaving the agency.	June 2024	Achieved	Manager HR Strategy and Internal Communications
Seek interest from employees to establish diversity networks. Provide information to employees about the availability of these networks (where formed).	September 2024	Achieved	Manager HR Strategy and Internal Communications