

2022 EMPLOYER PARTICIPATION DETAILS

EMPLOYER / ORGANISATION DETAILS	
Organisation Name:	Australian Securities and Investments Commission
Sector:	Public/Government: Federal
Employer Size (within Australia):	2,000 – 8,000 employees
Regional Employers	Is your head office in Regional Australia? No
Global Employers	N/A
Contact Person for the Index:	Name: David Freyne Position Title: Deputy Chair, Rainbow Network Postal address (including postcode): Level 5, 100 Market Street, Sydney NSW 2000 Phone number: Tel: s 47F Mob: +s 47F Email: s 47F
INTERNATIONAL WORKPLACE INDEX PARTICIPATION	
Do you participate in any other workplace equality indices globally?	N/A
INDUSTRY BENCHMARKS	
Relevant industry benchmarks	<input type="checkbox"/> Banking & Financial Services <input type="checkbox"/> Law Enforcement <input type="checkbox"/> Legal
DISCLOSURE RECOGNITION	
Please select participation identification level at which we can identify you	Only identify us if we reach Bronze Tier or higher
ADDITIONAL AWARD SUBMISSIONS	
Award Nomination Categories	<input type="checkbox"/> CEO of the Year Award: <u>(insert nominee name/s)</u> <input type="checkbox"/> Executive Leadership Award: <u>(insert nominee name/s)</u> <input type="checkbox"/> External Media Campaign Award: <u>(insert nominee name/s)</u> <input type="checkbox"/> OUT Role Model Award: <u>(insert nominee name/s)</u> <input type="checkbox"/> Network Leader of the Year Award: <u>(insert nominee name/s)</u> <input type="checkbox"/> Sally Webster Ally Award: <u>(insert nominee name/s)</u> <input type="checkbox"/> Sapphire Inspire Award for LGBTQ Women: <u>(insert nominee name/s)</u>
NEGATIVE PRESS / COMPLAINTS DISCLOSURE	
N/A	
ACCURACY STATEMENT	
We confirm that at the time of submission, details provided for all questions identified within the three submission documents are true and accurate. We understand that should any claims be found to be false, points and rankings will be adjusted accordingly.	
Name of person signing off accuracy:	Leigh Coughlan
Position within organisation:	Chair, Rainbow Network/Senior Manager, Financial Capability
Contact Email:	s 47F
Contact Phone:	s 47F

2022 STANDARD EMPLOYER AWEI

SECTION 1: STANDING SUBMISSION

This section pertains to LGBTQ inclusion within organisational policies and practice.

The Standing Submission includes:	
HR Policy & Diversity Practice:	Standard practices within HR Policies and explicit LGBTQ inclusion within them; including third party policies
LGBTQ Bullying / Harassment & Support:	Tracking and handling of potential incidents and support for LGBTQ employees, should this occur
Trans & Gender Diverse Inclusion:	Explicit policy inclusion for trans and gender diverse employees; including leave, forms, titles and dress codes
Strategic Focus:	Accountabilities and role responsibilities for HR and Executive staff; external / customer facing inclusion promotions

IMPORTANT NOTE:

If you have submitted an AWEI last year, **you may choose to carry over your point allocations within Section 1: Standing Submission only.**

- If you wish to carry over your entire Standing Submission scores from last year, please leave Section 1: Standing Submission blank. (Recommended if you are satisfied with your previous scores and/or no further work has been done in this section.)
- If you leave any questions blank within this section, we will not change the score from last year.

OR:

- If you wish to submit (or re-submit) for any question/s within Section 1: Standing Submission, please submit evidence for the individual question/s applicable.
- If you submit evidence for any question, **the evidence and score will be re-evaluated based only on the evidence supplied within this Submission** (last year's evidence will not be referenced, so you must re-submit all evidence requested).

Please provide the name and contact details of your Senior HR person:	
Senior HR Person:	Jen Pallath - Manager, Diversity & Inclusion
Contact Details (email / phone):	s 47F [REDACTED]
Should we require clarification/verification for any particular question within Section 1: Standing Submission, we will contact this individual. If this contact is not supplied, it may result in a loss of points for questions within this section.	

For further support and clarification: Please download the [AWEI Scoring Guidelines](#) or refer to the [AWEI Tools and Support](#) webpage.

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	FOUNDATION
1. Removal of the terms: 'Sexual Preference' or 'Lifestyle Choice(s)'	Max. 2 points
<p>We have conducted a review to ensure that any reference to 'sexual preference' or 'lifestyle choice' within our policy documentation, diversity references, on external facing websites and company intranet pages has been replaced with the words 'sexual orientation.'</p> <p><i>Please provide an outline of progress to date.</i></p> <p><i>Blank. Please carry over score of 2 of 2 from 2021.</i></p>	

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	FOUNDATION
2. LGBTQ Inclusivity within Policies and Benefits	Max. 2 points
<p>On our policy intranet pages (or upfront within our policy documentation), we have made it <u>explicitly clear</u> that all policies are inclusive of LGBTQ employees and their families (where families are included within policies/benefits).</p> <p><i>Please provide a screenshot or insert attachment of where you state the explicit inclusion of LGBTQ employees (and families where relevant) within policies/benefits (please do NOT attach complete policies).</i></p> <p><i>Blank. Please carry over score of 2 of 2 from 2021.</i></p>	

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	FOUNDATION
3. New Parent Leave Inclusive of LGBTQ Families	Max. 3 points
<p>On our policy pages (or upfront within our family policy documentation), we <u>explicitly communicate</u> that our New Parent Leave (or equivalent) includes those who have children via surrogacy, adoption and foster arrangements regardless of employee gender.</p> <p><i>For full points, please identify:</i></p> <ul style="list-style-type: none"> <i>(a) If leave covers surrogacy and where the availability of this leave is explicitly communicated for LGBTQ families</i> <i>(b) If leave covers adoption and where the availability of this leave is explicitly communicated for LGBTQ families</i> <i>(c) If leave covers foster arrangement and where the availability of this leave is explicitly communicated for LGBTQ families</i> <p><i>Blank. Please carry over score of 3 of 3 from 2021.</i></p>	

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	ADVANCED
4. Travel Advice for Employees	2 points
<p>We have travel advice and support available to our LGBTQ employees or employees with LGBTQ dependents should they be required to travel for work (e.g. cultural context, safety, LGBTQ matters in other jurisdictions).</p> <p><i>Please provide a copy of travel advice available.</i></p> <p><i>Blank. Please carry over score of 2 of 2 from 2021.</i></p>	

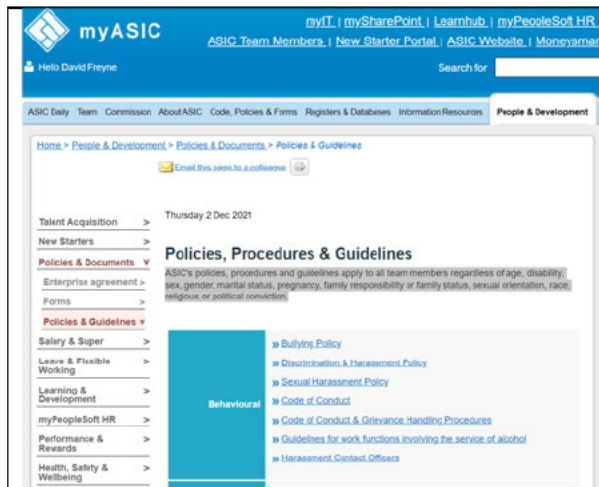
STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE	ADVANCED
5. Third Party Policies	Max. 2 points
<p>We have audited third party service providers to ensure they align with our non-discriminatory policies/procedures, inclusive of LGBTQ people and their families.</p> <p>Please select <u>all</u> that have been audited, evidence only required for <u>one</u>:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Superannuation <input type="checkbox"/> Death & TDP Benefits / Life Insurance <input type="checkbox"/> Travel Insurance <input type="checkbox"/> Healthcare (excluding EAP – Employee Assistance Programs – covered elsewhere) <p>Note: This question is about ensuring that the policies/procedures of your third party service providers are inclusive of LGBTQ people who use their services (i.e., your employees). This question is not about determining whether or your third party providers are inclusive of their own employees.</p> <p><i>Please select all that have been audited from the list above (clicking the check box will mark it as selected). Please also provide evidence for <u>one</u> of the above, showing explicitly where LGBTQ inclusivity is stated.</i></p> <p><i>Blank. Please carry over score of 1 of 2 from 2021.</i></p>	

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE 6. LGBTQ Inclusive Domestic & Family Violence Policy	ADVANCED Max. 5 points
<p>We have a Domestic & Family Violence Policy (DFV) that covers the following:</p> <ul style="list-style-type: none"> (a) specific challenges and unique types of violence faced by LGBTQ communities (b) stated LGBTQ avenues of support (c) a statement that the policy explicitly covers LGBTQ people, partners and their families (immediate and extended) <p><i>For full points, please provide evidence for all of the above. (Please only provide evidence specific to each of the above points, do not attach your entire policy.)</i></p>	
<p><i>Blank. Please carry over score of 5 of 5 from 2021.</i></p>	

STANDING SUBMISSION: HR POLICY & DIVERSITY PRACTICE 7. Communications on LGBTQ Inclusive and Offensive Language	ADVANCED max. 4 points
<p>We have developed targeted communications or public relations guides that outline how to reference LGBTQ communities in communications, articles, media, and/or advertising that:</p> <ul style="list-style-type: none"> a) provide examples of both inclusive language AND language that is exclusive/offensive to LGBTQ people b) are available to all employees within the organisation <p><i>For full points, please attach:</i></p> <ul style="list-style-type: none"> (a) a copy of your guide that includes examples of both inclusive language AND exclusive/offensive to LGBTQ people (b) details of how this guide is made available to employees 	
<p><i>Blank. Please carry over score of 2 of 4 from 2021.</i></p>	

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT	FOUNDATION
8. LGBTQ Training HR / Grievance Officers	Max. 3 points
<p>We have an internal formal HR/Grievance process whereby LGBTQ people can request or engage with:</p> <ul style="list-style-type: none"> a) someone specifically trained in LGBTQ Inclusion; OR b) an ally who has a good understanding of LGBTQ sensitivities and potential areas of concern <p><i>For full points, please confirm:</i></p> <ul style="list-style-type: none"> (a) that all identified LGBTQ friendly Grievance Officers or first points of contact have either; undertaken LGBTQ awareness training <u>or</u> are experienced allies with a good understanding of sensitivities (b) where these LGBTQ aware/friendly grievance contact points can be located or requested for those seeking formal support 	
<p><i>Blank. Please carry over score of 3 of 3 from 2021.</i></p>	
STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT	INTERMEDIATE
9. Behavioural Examples of What Constitutes Bullying / Harassment	Max. 4 points
<p>Documentation within our bullying and harassment policy/guidelines provide clear behavioural examples of what constitutes bullying/harassment in terms of sexual orientation, gender identity/expression AND examples of behaviour that constitutes bullying/harassment of intersex people.</p> <p><i>For full points, please provide evidence of behavioural examples given within your documentation in terms of:</i></p> <ul style="list-style-type: none"> (a) behaviour that constitutes bullying/harassment in regard to one's sexual orientation (b) behaviour that constitutes bullying/harassment of trans or gender diverse employees (c) behaviour that constitutes bullying/harassment of intersex people 	
<p><i>The landing page for ASIC's policies, procedures and guidelines states 'ASIC's policies, procedures and guidelines apply to all team members regardless of age, disability, sex, gender, marital status, pregnancy, family responsibility or family status, sexual orientation, race, religious or political conviction.'</i></p>	



We note that ASIC's policies of themselves are broadly worded using inclusive language and cover specific examples of different types of conduct referred to in the policies, including bullying and harassment. We have instead sought to supplement ASIC's policies with additional reference material. The Rainbow Network intranet page on policies and procedures provides a comprehensive list of behavioural examples of what constitutes bullying and harassment in terms of sexual orientation, gender identity and expression, and of intersex people (see Standing Submission – Attachment Q09.1). This information is to be read in conjunction with our Bullying Policy, Discrimination & Harassment Policy and Sexual Harassment Policy to raise awareness and provide more information for those involved in dealing with these matters.

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT

10. EAP Provider

INTERMEDIATE
Max. 3 points

We have either:

- identified individuals within our EAP provider who have received specific training in, or have considerable understanding of the challenges faced by LGBTQ individuals that we can refer our LGBTQ employees
- received documentation that we believe demonstrates both the knowledge and expertise of our EAP provider to support LGBTQ people

and we have:

- clearly communicated this on our EAP Provider page and/or our LGBTQ intranet page

Please provide:

- evidence of (a) or (b) above and
- where this has been communicated on an LGBTQ intranet page

Blank. Please carry over score of 3 of 3 from 2021.

STANDING SUBMISSION: LGBTQ BULLYING/HARASSMENT & SUPPORT

ADVANCED
Max. 4 points

11. Tracking of Incidents

We can provide evidence that shows:

- how we extract LGBTQ related instances from collected bullying/harassment data
- the development of a process that is sensitive to LGBTQ disclosure enabling us to mediate and/or action incidents

For full points, please screenshot or provide evidence for both a) and b) above.

a) how we extract LGBTQ related instances from collected bullying/harassment data

All grievances (formal or informal) of bullying and harassment are recorded in a case management register maintained by the Employee Relations team. This register records the type of grievance being reported and any other relevant details of the case. LGBTIQ+ related instances of bullying and harassment are identifiable using the free text data field. The process for extracting LGBTIQ+ related grievances involves:

- accessing the case management register;*
- using the filter function on the free text data field and searching for terms like “LGBTIQ+”, “sexuality” and “sexual orientation”*

b) the development of a process that is sensitive to LGBTQ disclosure enabling us to mediate and/or action incidents

All grievances are treated with confidentiality as per our Code of Conduct and Grievance Handling Procedures. These procedures allow the HR team to appropriately mediate and/or take action to address any form of bullying and harassment (see Standing Submission – Attachment Q11.1). In addition to these procedures, all HR Business Partners (who are usually the first point of contact for grievances) have LGBTIQ+ awareness training or are able to access the expertise of our Diversity & Inclusion Manager or Rainbow Network Leaders.

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE

INTERMEDIATE
Max. 5 points

12. Gender Affirmation Policy and Process Documentation

We have a documented gender affirmation policy/process and documentation to support both; the employee(s) wishing to affirm their gender in the workplace AND their manager(s), peers and colleagues.

Note: ‘Gender affirmation’ (above) is the ideal term for what has commonly been referred to as ‘transitioning.’

Please provide:

- a) a copy of this specific policy/process
- b) detailed support documentation for employee(s) wishing to affirm their gender in the workplace
- c) detailed support/educational documentation for managers peers and colleagues

a) [a copy of this specific policy/process](#)

Our "Gender Affirmation Policy" has been published under ASIC's 'Policies, Procedures & Guidelines' (see Standing Submission – Attachment Q12.1).

b) [detailed support documentation for employee\(s\) wishing to affirm their gender in the workplace](#)

See "Gender Affirmation Policy" (see Standing Submission – Attachment Q12.1) and "Gender Affirmation Guidelines" (see Standing Submission – Attachment Q12.2). In particular, Section B and Appendix 1 of the "Gender Affirmation Guidelines".

c) [detailed support/educational documentation for managers peers and colleagues](#)

See "Gender Affirmation Policy" (see Standing Submission – Attachment Q12.1) and "Gender Affirmation Guidelines" (see Standing Submission – Attachment Q12.2). In particular, Sections A (for everyone) C (for managers) and D (for allies) of the "Gender Affirmation Guidelines".

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE

13. Dress Codes and Uniforms

ADVANCED
Max. 4 points

We have removed gendered language within organisational wide dress code policies and/or guidelines to empower all employees, including trans, gender diverse and non-binary employees to dress in a manner (or select uniforms) that best reflects who they are.

Further contact details and information has also been provided for support, if required.

For full points, policies or guidelines must:

- a) state that all employees are supported to dress in a manner that best reflects their gender identity
- b) explicitly mentions trans, gender diverse and non-binary employees
- c) provide a support contact or further information on interpreting these guidelines, if required

The 'Rainbow Network - Policies and Procedures' intranet site contains a section on 'Dress code and clothing' which states 'The same professional standards of dress and appearance apply to all team members at ASIC. Transgender, gender diverse and non-binary team members should dress in a manner that best reflects who they are.

Team members should discuss standards of dress with their people leader and/or P&D as needed. People leaders and P&D may collaborate with the Rainbow Network and/or external partners with the relevant expertise to provide support.' This information is also included in the 'Dress code and clothing' of the 'Gender Affirmation Guidelines' (see Standing Submission – Attachment Q12.2).

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE 14. Gender Affirmation Leave	ADVANCED Max. 4 points
<p>We have an internal policy that ensures <u>additional</u> paid leave is available for employees who require time away to undertake or physically manage their gender affirmation.</p> <p>Note: For full points, this leave must be in addition to the need to utilise annual leave, sick or generic personal leave.</p> <p><i>For full points, please provide:</i></p> <ul style="list-style-type: none"> (a) evidence of a paid leave entitlement (over and above annual leave, sick or generic personal leave) for individuals currently affirming their gender (b) a list of any supporting documentation required from the employee for you to enact this leave (c) whether this leave availability is standard HR policy or solely dependent on the discretion of the manager <p><i>Blank. Please carry over score of 4 of 4 from 2021.</i></p>	

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE 15. Gender Neutral Bathrooms and Facilities	ADVANCED Max. 4 points
<p>We have (or are working towards) having 'Gender Neutral' or 'All Gender' bathrooms and/or facilities <u>with clear and visible signage</u> available to employees.</p> <p>Note: "Unisex" signage will not be given points for this question. We are seeking more inclusive language for inclusive signage.</p> <p>If you already have gender neutral or all gender signage, please provide:</p> <ul style="list-style-type: none"> (a) evidence of a <u>communication</u> regarding where 'Gender Neutral' or 'All Gender' bathroom/facilities can be located (b) evidence of clear and visible signage as it appears at your bathroom/facility locations <p>If you are still making progress towards this, please:</p> <ul style="list-style-type: none"> (c) outline progress made and when you expect to have signage in place. <p>If this is not possible for any reason, please provide:</p> <ul style="list-style-type: none"> (d) evidence of any research or work that you have done in this area (e) any means by which you have been able to accommodate trans, gender diverse and non-binary employees <p>*Please refer to the Evidence Guidelines regarding changes made to this question.*</p> <p>(e) <u>any means by which you have been able to accommodate trans, gender diverse and non-binary employees</u></p> <p><i>As some ASIC sites have multiple tenants, we have not been able to address updates to site-wide accommodate requirements. We have instead sought to address needs of employees at an organisation policy level. The "Gender Affirmation Guidelines" (see Standing Submission – Attachment Q12.2) provides at paragraph 7 'Facilities – Team members affirming their gender may access the bathrooms and facilities that are the same as their affirmed gender or, if preferred, the accessible facilities.</i></p>	

Preventing a team member from using the facilities of their affirmed gender identity may be unlawful and is inconsistent with ASIC policy. It is not appropriate to require a team member to use accessible facilities or any other particular bathroom or changing facility.'

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE	ADVANCED
16. (Forms) Non-Binary Gender Options for Employees	Max. 2 points
<p>We have audited and amended (or are in the process of auditing/amending) all internal documents and forms that collect gender information to include non-binary options and options for those who identify as trans or gender diverse (moving away from binary male/female, Mr. Ms., Mrs etc.).</p>	
<p>Note: Forms do not need to be paper or hard copy, forms may also include electronic or soft copy documents.</p>	
<p><i>For full points, please provide:</i></p> <ul style="list-style-type: none"> <i>(a) a brief outline of progress of work to date</i> <i>(b) options provided within changed documents if changes have been made</i> <p><i>OR (c) evidence that you do not collect or have removed gender options or gendered information on your forms</i></p>	
<p><i>Blank. Please carry over score of 2 of 2 from 2021.</i></p>	

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE	ADVANCED
17. (IT Systems) Non-Binary Gender Options for Employees	Max. 2 points
<p>We have audited and amended (or are in the process of amending) all relevant IT systems that collect gender information to include non-binary options and options for those who identify as trans or gender diverse (moving away from binary male/female, Mr. Ms., Mrs etc.).</p>	
<p><i>For full points, please provide:</i></p> <ul style="list-style-type: none"> <i>(a) a brief outline of progress of work to date</i> <i>(b) options provided within systems if changes have been made</i> <p><i>OR (c) evidence that you do not collect or have removed gender options or gendered information within your systems</i></p>	
<p><i>Blank. Please carry over score of 2 of 2 from 2021.</i></p>	

STANDING SUBMISSION: INCLUSION OF TRANS AND GENDER DIVERSE PEOPLE	ADVANCED
18. Trans and Gender Diverse Applicants	Max. 6 points
<p>For trans and gender diverse applicants, we have:</p> <ul style="list-style-type: none"> a) Implemented processes to help reduce roadblocks/difficulties faced by trans and gender diverse people who are applying for jobs 	

- b) ***clearly communicated*** a point of contact available for trans and gender diverse applicants throughout the recruitment process on relevant web pages or within application documentation
- c) provided documentation **accessible by applicants addressing concerns specific to trans and gender diverse people and make these available throughout the recruitment process**

For full points, evidence must be provided for all items above. Partial points will be given if all items are not evidenced.

(a) For most of 2021, applicants for roles at ASIC are able to identify their gender as “male”, “female”, “non-binary” or “other”. This indicates to applicants that ASIC values their true identity, at the same time stating that this identification will be managed confidentially (see screenshot Standing Submission – Attachment Q18.1a). .

The Rainbow Flag now appears on job adverts (see example Standing Submission – Attachment Q18.1 and Standing Submission – Attachment Q18.2).

ASIC now has a combined acknowledgement of country and diversity statement on our careers website which includes a statement of belonging and affirmation (screen shot below).

ASIC acknowledges the Traditional Owners and Custodians of the lands and waters of Australia and pays its respects to Elders past and present. ASIC is committed to providing accessible services and our work environment is a place of belonging regardless of difference where all individuals are accepted, safe, and affirmed.

(b) The Careers Website has been updated and includes commentary on all our committees including Rainbow and contact details of our recruitment team (emergingtalent@asic.gov.au) for all applicant needs.

STANDING SUBMISSION: STRATEGIC FOCUS

STANDING SUBMISSION: STRATEGIC FOCUS

19. External Website LGBTQ Workplace Inclusion Promotion

FOUNDATION

Max. 2 points

We have promoted our focus and work on LGBTQ workplace inclusion on our ***external*** facing webpage (URL).

Please provide the URL of an external webpage that specifically promotes your inclusion work. (Points will not be given if we are unable to access this externally.)

Blank. Please carry over score of 2 of 2 from 2021.

STANDING SUBMISSION: STRATEGIC FOCUS 20. HR / Diversity Professional Accountabilities	INTERMEDIATE 2 points
<p>We have at least one Diversity / HR professional whose job description, performance appraisal or work plan includes <u>specific and detailed</u> LGBTQ inclusion objectives/targets.</p>	
<p>Note: This is beyond a general reference to LGBTQ inclusion as an area of diversity.</p>	
<p><i>Please provide evidence of such specific targets.</i></p>	
<p><i>Blank. Please carry over score of 2 of 2 from 2021.</i></p>	

STANDING SUBMISSION: STRATEGIC FOCUS 21. Executive Sponsor or LGBTQ Champion	ADVANCED Max. 4 points
<p>We have an Executive Sponsor located <u>within our Australian offices</u> with documented role expectations/accountabilities related to LGBTQ inclusion work and advocacy within the organisation.</p>	
<p><i>For full points, please provide evidence of both:</i></p>	
<p><i>(a) the documented role expectation/accountabilities</i></p>	
<p><i>(b) the mechanism through which the Executive Sponsor reports or is made accountable for these</i></p>	
<p><i>Blank. Please carry over score of 4 of 4 from 2021.</i></p>	

STANDING SUBMISSION: STRATEGIC FOCUS 22. Senior Management Diversity Accountability	ADVANCED Max. 4 points
<p>We include specific diversity and inclusion accountabilities, job goals or expected outcomes within senior management appraisals beyond generic company values addressing diversity/inclusion (this may or may not include LGBTQ specific accountabilities).</p>	
<p>Note: This is outside of network leadership and executive sponsor accountabilities - applies to all executive/senior leaders.</p>	
<p><i>For full points, please:</i></p>	
<p><i>(a) confirm that there are diversity accountabilities (over and above general behavioural values) within senior management appraisals.</i></p>	
<p><i>(b) provide evidence (template example acceptable) or if highly confidential, please indicate the name of a senior HR person who can verify this:</i></p>	
<p><i>ASIC's Diversity, Inclusion, and Belonging Policy (June 2021) provides accountabilities for People Leaders as follows:</i></p>	
<p><i>People Leaders are accountable for creating and maintaining an inclusive workplace by:</i></p>	

- *Immediately acting to stop discrimination, bullying, or harassment as it is observed or reported.*
- *Integrating diversity, inclusion, and belonging into the business planning, workforce planning, and people processes.*
- *Participating in relevant diversity, inclusion, belonging training provided by ASIC.*
- *Supporting the involvement of team members in our Diversity Committees.*
- *Demonstrating our diversity, inclusion, and belonging principles in all that they do.*

(see Standing Submission – Attachment Q22.1)

STANDING SUBMISSION: STRATEGIC FOCUS

23. Customer-facing LGBTQ Inclusion

ADVANCED
Max. 3 points

We have evaluated (or are in the process of evaluating) the LGBTQ inclusivity of customer facing / service user processes.

For full points, please:

- clearly outline the extent of this work and progress made to date*

We are Australia's integrated corporate, markets, financial services and consumer credit regulator. Part of our function involves dealing with the public, sole traders and business owners. All of our external facing communications follow our style guide which instructs content creators to use gender neutral terms instead (see Standing Submission – Attachment Q23.1).

A large number of ASIC's 'customers' access content on ASIC's Moneysmart website, for example in 2020 10 million Australians visited the website (see Annual Submission – Attachment Q08.1). Our commitment to LGBTIQ+ inclusion was demonstrated in a number Moneysmart website case studies and images which featured diverse families (see Annual Submission – Attachment Q08.1).

STANDING SUBMISSION: STRATEGIC FOCUS

24. Customers Information: Changing Gender Markers

ADVANCED
3 points

We provide customers / service users with easily accessible information on how they can change their title (Mr, Ms, Mx), name and gender within our systems.

For full points, please provide either:

- a copy of the customer/service user documentation that **outlines the process for changing gender markers** or a screenshot of that information.*
- evidence that you do not collect or have removed gender options or gendered information in your systems*

Blank. Please carry over score of 3 of 3 from 2021.

**** END OF SECTION 1: STANDING SUBMISSION ****

ANNUAL SUBMISSION

This part of the Submission (Sections 2 – 10) is only applicable to work carried out in the 2021 calendar year. Points will not be allocated for work carried out in 2022.

All questions within the Annual Submission must be answered in order to obtain point allocation. No points are carried over within these sections.

A reminder to read each question carefully and the specific evidence required, respectively.

- Each question asks for specific LGBTQ-explicit evidence. If inadequate or incomplete evidence is provided for any question, full points may not be obtained.
- If attaching evidence, please indicate the question number / title on the file name.
- Please ensure all evidence included in your submission or attached is legible. Pride in Diversity will not be responsible for documents that we cannot access or cannot read (if they have been copied or shared incorrectly).

For further support and clarification: Please download the [AWEI Scoring Guidelines](#) or refer to the [AWEI Tools and Support](#) webpage.

****Due to the Covid-19 pandemic and national/state-wide restrictions, social distancing and other related factors, we will be accepting any virtual or digital evidence for the questions within the Annual Submission.****

SECTION 2: STRATEGY & ACCOUNTABILITY

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY		FOUNDATION
1. External LGBTQ Expertise		Max. 2 points
<p>We have access to external LGBTQ support/expertise that we have called upon throughout the assessed year (this may include but is not limited to PID).</p> <p><i>Please provide evidence of <u>one</u> such engagement throughout the assessed year, identifying who that was with.</i></p> <p><i>As members of Pride in Diversity (PiD) we have had the benefit of the advice of our relationship manager, s 47F, throughout 2021. s 47F attends monthly Rainbow Regulators (an interagency working group comprised of members from ASIC, APRA, ACCC, RBA, AUSTRAC and Treasury meetings to contribute ideas, provide advice on policy and guide collaboration. In 2021, PID provided external support/expertise in relation to:</i></p> <ul style="list-style-type: none"> <i>PID training was provided to ASIC Team members on “Empowering Allies” on 18 March 2021, 20 and 29 July 2021 and 9 and 19 August 2021 (see Annual Submission – Attachment Q01.1);</i> <i>IDAHOBIT day presentation to all team members on 17 May 2021 hosted by PID (see Annual Submission – Attachment Q01.2) and ‘Wear it purple’ day presentation on 27 August 2021 (see Annual Submission – Attachment Q01.4);</i> <i>the development of the “Gender Affirmation Policy” and “Gender Affirmation Guidelines”. s 47F provided feedback on the draft documents (see Annual Submission – Attachment Q01.3).</i> <p><i>ASIC is a member of the Pride in Finance (Australia) group, this group consists of member organisations sharing events, networking, and expertise relevant to LGBTIQ+ employees and allies (see Annual Submission – Attachment Q01.5).</i></p>		
2. Documented LGBTQ Strategy		FOUNDATION
<p>We have a documented LGBTQ component of an organisational diversity/inclusion/people strategy in place for the assessed year that includes <u>clearly defined</u> LGBTQ targets and/or action plans.</p> <p>Note: If your strategy contains all of this detailed information, this is sufficient. However, if your strategy is a high-level overarching strategy with little detail of what it is you are trying to achieve, responsibilities and timelines, then you will need to include an additional plan to cover this.</p> <p><i>Please provide a copy of the LGBTQ component of your strategy and clearly defined targets. If your strategy does not contain clearly defined LGBTQ targets, please provide any accompanying/supporting action plans that will show specific goals in this area.</i></p> <p><i>Our Diversity and Inclusion Strategy 2020-22 outlines ASIC’s approach to promoting diversity and inclusion and is comprised of four key priority areas – attraction, storytelling, inclusion and capability (see Annual Submission – Attachment Q02.1). The Strategy supports LGBTIQ+ inclusion by formalising ASIC’s LGBTIQ+ network as a member of the Diversity Council and including actions to:</i></p> <ul style="list-style-type: none"> <i>allow each committee to manage a day of significance (sponsored by P&D),</i> 		Max. 3 points

- *refresh content and resources on ASIC's intranet, and*
- *employ workplace nudges to drive inclusive behaviours.*

While the Strategy does not include specific LGBTIQ+ targets, the Rainbow Action Plan 2020-21 details the specific actions that the Network will undertake to drive LGBTIQ+ inclusion (see Annual Submission – Attachment Q02.2).

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY

3. LGBTQ Advisory Group

INTERMEDIATE
Max. 4 points

We have established and promoted an internal LGBTQ advisory group available across the organisation. Over the assessed year, please provide evidence where this advisory group has been consulted to either:

- discuss and work on areas identified as requiring change to be more inclusive of LGBTQ people, OR**
- provided subject matter expertise on request within the organisation**

Note: This group may be leadership, your Employee Network, or a group within your organisation (separate to the Network) with distinct expertise in LGBTQ inclusion. The important thing is that this group is promoted across your organisation as having expertise in this space and that they are actively engaged in consulting back to the organisation.

For full points, please provide:

- evidence of any meetings or work undertaken by this group throughout the assessed year*
- evidence of how this group's expertise or counsel is promoted across the organisation*

a) evidence of any meetings or work undertaken by this group throughout the assessed year

The Leads of ASIC's Rainbow Network, which includes ASIC's Diversity and Inclusion Manager, have met regularly in 2021 to implement ASIC's Rainbow Action Plan (see Annual Submission – Attachment Q02.2), and to develop initiatives to progress inclusion of LGBTIQ+ people at ASIC. Areas of work have included:

- *research and consideration of best practice in gender affirmation to support development of a gender affirmation policy,*
- *review of ASIC's internal policies and procedures, developing guidance on ASIC's bullying and harassment procedures, and*
- *initiatives to support greater visibility of LGBTIQ+ team members (including visibility in electronic signatures).*

The Rainbow Leads met frequently throughout 2021 to work on projects requiring LGBTIQ+ expertise and guidance. This is evidenced in the Rainbow Terms of Reference and Sustainability Plan which outlines the frequency of meetings of different advisory and working groups that progress LGBTIQ+ inclusion (see Annual Submission – Attachment Q03.1). The nature of work of the Rainbow Leads throughout the year is shown through the example Agenda, which is prepared ahead of each Leads meeting (see Annual Submission – Attachment Q03.1a).

The Rainbow Chair is also a member of ASIC's Diversity Council and provides comment and advice at Council meetings (see Annual Submission – Attachment Q03.2).

In 2021 Rainbow also maintained a centralised email address for team members to contact the Rainbow Leads and obtain advice and guidance on LGBTIQ+ issues. This email address is promoted within all communications about Rainbow initiatives (see Annual Submission – Attachment Q15.1 relating to ASIC’s Wear it Purple event and launch of ASIC’s Gender Affirmation Policy and Guidelines) and also on the Rainbow Network intranet page (see Annual Submission – Attachment Q03.3).

b) evidence of how this group’s expertise or counsel is promoted across the organisation

The Rainbow Network makes regular organisation wide announcements through the year and is the known contact point for LGBTIQ+ advisory related matters (see Annual Submission – Attachment Q15.1). The Rainbow Network intranet page is available and accessible to all staff and includes contact details for LGBTIQ+ team members including ‘consultation and advice on LGBTIQ+ issues, including impacts to the broader organisation’ (see Annual Submission – Attachment Q25.1).

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY

4. LGBTQ Inclusion Reporting

INTERMEDIATE
2 points

Within the assessed calendar year, we have published an external report on our Australian LGBTQ inclusion work. This may be within annual reports, CSR documentation or equivalent public facing documentation.

Note: This report may include work prior to the assessed year, however the report must be published within 2021. This work must be a detailed report, beyond a reference to your LGBTQ inclusion work or existence of your LGTQ Network.

Please provide evidence.

Our Annual Report 2020-21 was published on our external website in 2021 and includes a section on diversity and inclusion, the Rainbow Network and LGBTIQ+ inclusion initiatives are also specifically referenced (see Annual Submission – Attachment Q04.1).

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY

5. Media Coverage

INTERMEDIATE
2 points

Our work in LGBTQ inclusion has been covered by an independent source (not internally written or published) within the assessed calendar year.

Note: This has to cover your LGBTQ inclusion work in detail and cannot be a brief mention of your organisation, recognised employee/individual or an award won.

Please provide evidence of how your LGBTQ inclusion work has been recognised by an independent source: screenshot, URL, image or insert attachment.

N/A

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY

ADVANCED
Max. 3 points

6. Strategic Work in Recruitment, Supplier Policy or Service Provision

We have completed, updated or are making progress towards work within one of the following areas over the assessed calendar year:

- LGBTQ targeted recruitment (targeting LGBTQ job seekers)
- LGBTQ supplier policy / promotion / resourcing / procurement policy (either seeking LGBTQ suppliers; or having a policy requiring suppliers to reflect your values around LGBTQ inclusion or attend training)
- LGBTQ marketing campaigns or service provision brochures/collateral specifically targeting LGBTQ populations or answering questions specific to this population

Please provide evidence for work within one of the requested areas within the assessed year.

If you have completed work within more than one of the above areas within the assessed year or have already existing (and current work) within areas listed above, please add that to the ADDITIONAL WORK section at the end of this submission.

LGBTQ targeted recruitment (targeting LGBT job seekers)

Gender identity in ASIC's recruitment system has been expanded to include non-binary and other identity.

ASIC now has a combined acknowledgement of country and diversity statement on our careers website which includes a statement of belonging and affirmation (screen shot below).

ASIC acknowledges the Traditional Owners and Custodians of the lands and waters of Australia and pays its respects to Elders past and present. ASIC is committed to providing accessible services and our work environment is a place of belonging regardless of difference where all individuals are accepted, safe, and affirmed.

The Careers Website has been updated and includes commentary on all our committees including Rainbow.

The Rainbow Flag now appears on job adverts (see example Standing Submission – Attachment Q18.1 and Standing Submission – Attachment Q18.2).

In 2021, we maintained our Graduate Program and included new information in the recruitment advertising channels with the aim of promoting diversity and inclusion as being at the core of our organisation. This included creating D&I specific pages on our Graduate Careers website (see Annual Submission – Attachment Q06.1), including one specifically for our Rainbow Network. The inclusion of these pages in our Graduate Program recruitment strategy not only strengthens our brand and reputation as an inclusive employer but also reassures LGBTIQ+ people that they are safe to be themselves at ASIC.

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY	ADVANCED
7. Executive Leadership Representation	2 points
<p>We currently have <u>openly LGBTQ identifying people</u> within our internal Diversity Council and/or within our Executive Leadership Team.</p> <p>Please provide details of the names and roles of openly LGBTQ identifying people within either your Diversity Council or Executive Team</p> <p>In 2021, the following LGBTQ+ people were on ASIC's internal Diversity Council:</p> <ul style="list-style-type: none"> Leigh Coughlan – Chair of Rainbow Network and on ASIC's Diversity Council. Jesse Brown – Deputy Chair of Rainbow Network and on ASIC's Diversity Council (up to September 2021) 	

s 47F

ANNUAL SUBMISSION: STRATEGY & ACCOUNTABILITY	ADVANCED
8. LGBTQ Inclusion Promotion	Max. 4 points
<p>We can show evidence of promoting our commitment to LGBTQ inclusion in <u>up to two</u> of the following areas:</p> <ul style="list-style-type: none"> pitching for business or contracts engaging with potential clients/customers applying for funding engaging with strategic partners or key external stakeholders <p>Please provide evidence for <u>up to two</u> of the areas covered. Note: Partial points will be given for less than two areas of work evidenced.</p> <p>If you have completed work within more than two of the above areas within the assessed year or have already existing (and current work) within areas listed above, please add that to the ADDITIONAL WORK section at the end of this submission.</p>	
<p><u>Engaging with potential clients/customers</u></p> <p>A large number of ASIC's 'customers' access content on ASIC's Moneysmart website, for example in 2020 10 million Australians visited the website (see Annual Submission – Attachment Q08.1). Our commitment to LGBTQ+ inclusion was demonstrated in Moneysmart website case studies and images which featured diverse families (see Annual Submission – Attachment Q08.1).</p> <p><u>Engaging with strategic partners or key external stakeholders</u></p> <p>To further our commitment to LGBTQ+ inclusion, our Rainbow Network regularly engages with strategic partners and external stakeholders. One key external stakeholder group is the Rainbow Regulators, an interagency LGBTQ+ working group comprised of ASIC, ACCC, APRA, RBA and AUSTRAC and Treasury. See example meeting invitations for the interagency Gender Affirmation Working Group (Annual Submission – Attachment Q08.2 and Annual Submission – Attachment Q08.3).</p>	

SECTION 3: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

Please note: Different terms are used for internal networks (including Ally/Champion Networks, Resource Groups, Employee Network Groups, Employee Action Groups, etc.). For the purpose of consistency within this submission, when referring to such networks or equivalent, the terminology used within this section will be *Employee Network*.

If you have an outstanding Network Leader who has performed above and beyond the expectations of their role and significantly impacted LGBTQ inclusion within your workplace, please consider nominating them for the [Network Leader of the Year Award](#). (This nomination is open to anyone who has a formal role within the employee network leadership group.)

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS 9. LGBTQ Employee Network	FOUNDATION Max. 2 points
<p>Within the assessed calendar year, we have <u>either</u>:</p> <ul style="list-style-type: none"> a) made progress towards the launch or establishment of an LGBTQ employee network b) an established LGBTQ employee network with a clearly documented charter/purpose or remit <p><i>If you are in the process of creating a network, please evidence progress made within the assessed year.</i></p> <p><i>If you have an existing network, please provide a copy of the network's charter/purpose.</i></p> <p>b) an established LGBTQ employee network with a clearly documented charter/purpose or remit</p> <p><i>Within the assessed calendar year we have established an LGBTQ employee network with a clearly documented charter/purpose or remit. Our LGBTIQ+ employee network, known as the Rainbow Network, was established in 2015 as an informal network to improve visibility and support for LGBTIQ+ team members. The purpose, structure and priorities of the Rainbow Network have significantly developed in the past year with the publishing of two key documents:</i></p> <ul style="list-style-type: none"> • <i>Rainbow Network Terms of Reference and Continuity Plan (see Annual Submission – Attachment Q9.1) – which clearly outlines the purpose, structure and objectives of the network; and</i> • <i>Rainbow Action Plan 2020-21 (see Annual Submission – Attachment Q9.2) – which details our key priorities, goals and actions to improve LGBTIQ+ inclusion.</i> 	
ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS 10. Network Leadership Structure	FOUNDATION Max. 3 points
<p>Our employee network has a clearly articulated leadership structure with:</p> <ul style="list-style-type: none"> a) clear roles and/or responsibilities for those involved b) an HR or Diversity representative as part of the leadership structure <p><i>For full points, please provide:</i></p>	

- (a) a copy of your network leadership structure clearly articulating role accountabilities
 (b) evidence that you have HR or diversity representation within the leadership

Our Rainbow Network leadership structure, including the descriptions of roles and their responsibilities, is outlined in the Rainbow Network Terms of Reference and Continuity Plan (see Annual Submission – Attachment Q09.1, pages 2, 3 & 6) and includes the:

- *Rainbow Chair*
- *Rainbow Deputy Chair(s)*
- *Rainbow Sponsor, and*
- *Diversity & Inclusion Manager (HR/Diversity representative)*

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

11. Network Strategy / Work Plan

FOUNDATION
Max. 3 points

Please supply your Network strategy OR define the components of your organisation's LGBTQ inclusion strategy that your Network is responsible for, including Network specific actions plans/timelines and progress reports throughout the assessed year.

For full points, please provide all of the following:

- (a) *any components of the LGBTQ inclusion strategy that your Network is responsible for*
- (b) *a copy of Network action plans and timelines utilised*
- (c) *a copy of the latest Network progress report*

In 2021 ASIC's Rainbow Network implemented the goals identified in its Action Plan 2020-21 (see Annual Submission Attachment Q02.2). This Action Plan includes the work plan of ASIC's Rainbow Network, including the goals and deliverables. The most recent progress report on the Action Plan was discussed with the Rainbow Network's executive sponsor, Commissioner Hughes (see Annual Submission – Attachment Q33.2).

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

12. Orientation / On-boarding

INTERMEDIATE
Max. 2 points

Our network is actively involved in orientation, on-boarding or the welcoming of new hires within the organisation. If orientation is strictly online, our network has sought means to introduce new hires to the network and welcome them to the organisation.

For full points, please provide:

- (a) *evidence of when this last occurred*
- (b) *the degree of network involvement/participation*

ASIC's Leader of Diversity, Inclusion, and Belonging, People & Development delivers onboarding to the graduates and covers details about ASIC's diversity committees, including the Rainbow Network and online learning opportunities.

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

INTERMEDIATE
2 points

13. Strategy and Goals

Our network leads have objectives that are assessed annually within performance discussions, relating specifically to performance within that role (as opposed to generic cultural, diversity or value statements).

Please provide evidence of specific KPI's in relation to a network lead role being incorporated within formal performance/assessment discussions.

ASIC's Rainbow Leads incorporate LGBTIQ+ inclusion objectives in their annual performance agreements (see Annual Submission – Attachment Q13.1 for two examples these objectives in the 2020-21 performance agreements for two of the Rainbow Leads).

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

INTERMEDIATE
Max. 2 points

14. Sustainability Plan

Our network has a documented sustainability plan (over and above a leadership structure and/or a succession plan) that will help ensure the longevity and continuity of the network.

Please provide:

- (a) an outline of what considerations were considered in the development of the plan*
- (b) a copy of the plan*

a) an outline of what considerations were considered in the development of the plan

The development of a Sustainability Plan (Network Continuity Plan) became a formal action in our Rainbow Action Plan 2020-21 (see Annual Submission – Attachment Q02.2, Priority 1, Goal 1.3, Action 1.3.1). This action required the development of a Terms of Reference and Continuity Plan (see Annual Submission – Attachment Q03.1), for which the following considerations were made:

- Developing a clear leadership structure which included unambiguous accountabilities and responsibilities – these were included for the Rainbow Sponsor, Rainbow Chair and Deputy Chair (s), and the Diversity & Inclusion Manager (see “Composition and roles and responsibilities” of the Terms of Reference);*
- Establishing an appropriate review period (see Terms of Reference paragraphs 11.1 and other review triggers such as the note in paragraph 13);*
- Identifying appropriate backup and succession arrangements for the responsibilities of the Rainbow Leadership Team - while the Rainbow Chair is responsible for the general oversight of the Rainbow Network, the Rainbow Leads also take responsibility for day-to-day operational aspects of Rainbow Network activities (see Terms of Reference and Continuity Plan paragraph 10); and*
- Ensuring there was a definitive process for guaranteeing continued leadership of the Network – this is evidenced in the responsibilities of the Diversity & Inclusion Manager and their responsibilities to fill any vacancies in the leadership team and allocating funding; a change to Diversity & Inclusion Manager responsibilities will also trigger a review of the Terms of Reference (see Terms of Reference and Continuity Plan paragraph 13.1).*

b) [a copy of the plan](#)

See Terms of Reference and Continuity Plan (see Annual Submission – Attachment Q03.1).

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

ADVANCED
Max. 3 points

15. Allies of Trans and Gender Diverse People

The network has undertaken one of the following within the assessed year:

- a) actively distributed, promoted or developed information on how to be an ally to trans and gender diverse employees
- b) worked with trans and gender diverse employees or community members to develop targeted inclusion initiatives profiling trans and gender diverse speakers or role models

Note: This is over and above work on LGBTQ calendar Days of Significance.

Points will be given for one of the above.

(a) If you have selected (a), please provide a copy of the information provided

(b) If you have selected (b), please provide details and evidence of this work

If you have undertaken work for both, please include the second piece of work under ADDITIONAL WORK at the end of this submission. Please do not duplicate any evidence already submitted for events around LGBTQ Days of Significance. Points will not be allocated twice for the same event.

a) [actively distributed, promoted or developed information on how to be an ally to trans and gender diverse employees](#)

The “Gender Affirmation Policy” (see Standing Submission – Attachment Q12.1) and “Gender Affirmation Guidelines” (see Standing Submission – Attachment Q12.2) was promoted on its launch in 2021 (see notice of the launch in Annual Submission – Attachment Q15.1). Section D of the “Gender Affirmation Guidelines” provides information on how to be an ally for trans and gender diverse employees.

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

ADVANCED
Max. 3 points

16. Visibility of LGBTQ Women

Throughout the assessed year, our network has either:

- a) developed and made progress against an active strategy with targets in place to increase the visibility of LGBTQ women; or
- b) **undertaken and documented activity** throughout the year to increase visibility of LGBTQ women and out role models

Points will be given for one of the above.

(a) If you have selected (a), please enclose a copy of any plan developed along with a report of progress made

(b) If you have selected (b), please provide an outline of all activity taken to specifically increase the visibility and participation of LGBTQ women

If you have undertaken work for both, please include the second piece of work under ADDITIONAL WORK at the end of this submission.

a) undertaken and documented significant activity throughout the year to increase visibility of LGBTQ women and out role models

We published our first Rainbow Action Plan both internally and externally, which included a short biography of the Rainbow Leads. Two of these leaders are LGBTQ+ women (Leigh Coughlan and Pauline Harbaugh (former Rainbow Lead)). In addition to publicly promoting LGBTQ+ women in leadership positions, the Action Plan also includes a specific action to publish quarterly articles and hold events on a number of different focus areas, including LGBTQ+ women in ASIC (see Annual Submission - Attachment Q02.2).

Additionally, the progress made against the action in the Rainbow Action Plan can be seen in one of our Rainbow Newsletters where we featured a profile of a female Rainbow Network member (see Annual Submission – Attachment Q16.1).

To mark Wear It Purple Day, ASIC hosted a webinar with external guests who identified either as gender fluid or use she/her pronouns. The panel was conducted by Rainbow Deputy Lead, Jesse Brown and a female Rainbow Network LGBTQ+ community member. During the session, the panellists discussed the importance of days of significance, what visibility means, gender affirmation, and being an effective ally. The make-up of the panel emphasised visibility of LGBTQ+ women, and in particular by providing guidance and generating conversation (See Annual Submission – Attachment Q15.1 and Annual Submission – Attachment Q1.4).

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

ADVANCED

17. LGBTQ Intersectionality

3 points

Throughout the assessed calendar year, the network has provided opportunities for LGBTQ people of diverse groups to raise their visibility and/or to share their stories across the organisation:

Please provide evidence for one of the following:

- LGBTQ and Aboriginal, Torres Strait Islander or Indigenous
- LGBTQ and a person of faith
- LGBTQ and of another diverse group (i.e. CALD, of mature age, living with disability, etc.)

Please provide evidence for one of the selected groups above.

If you have undertaken above-and-beyond work for more than one of the groups mentioned above, please include evidence of work in the ADDITIONAL WORK section at the end of this submission.

The Rainbow Network collaborated with ASIC's Women in ASIC network to hold a webinar on domestic violence in our community. The event was opened by ASIC's Women in ASIC executive sponsor Deputy Chair Karen Chester and Rainbow Executive Sponsor Sean Hughes. Speakers included s 47F of the LGBTQ Domestic Violence Awareness Foundation, an organisation established to help end domestic, family and intimate partner violence and abuse within LGBTQ+ communities and advocating for and supporting the empowerment of LGBTQ+ victims and survivors of such violence. The post-event communications within ASIC promoted additional support structures for people experiencing family and domestic violence including ASIC's participation in the White Ribbon Accreditation Program (see Annual Submission – Attachment Q17.1).

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	ADVANCED
18. Intersex Allies	Max. 4 points
<p>As Intersex Allies, the network has completed two of the following within the assessed calendar year:</p> <ul style="list-style-type: none"> communicated what the organisation has been or is currently doing to be more inclusive of Intersex people while acknowledging that Intersex status is about variations of sex characteristics, not gender identity or sexual orientation held organisation-wide educational events where Intersex people have spoken distributed current and accurate information on Intersex inclusion or awareness raising across the organisation shared articles, books, movies, documentaries, presentations about Intersex from intersex perspectives sought and gained permission from intersex organisations such as IHRA to share relevant content on social media or LGBTQ network / diversity page developed a network initiative or working group with Intersex representation to help determine how the organisation or network can be more inclusive of Intersex people (over and above including Intersex awareness within LGBTQ inclusivity training). signed up to The Darlington Statement <p><i>Please provide evidence for up to TWO of the selected actions above.</i></p> <p><i>Please provide evidence for <u>up to two</u> of the areas covered. Note: Partial points will be given for less than two areas of work evidenced.</i></p> <p><i>If you have completed work within more than two of the above areas within the assessed year or have already existing (and current work) within areas listed above, please add that to the ADDITIONAL WORK section at the end of this submission.</i></p>	
<ul style="list-style-type: none"> <u>distributed current and accurate information on Intersex inclusion or awareness raising across the organisation</u> <p><i>In 2021, we organised four ally training sessions to be conducted for team members. This training included educational material relating to the why LGBTIQ+ inclusion is important, the experience of LGBTIQ+ people in the workplace and the characteristics of identity, of which the experiences and importance of intersex awareness were also incorporated.</i></p>	

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS	ADVANCED
19. Broader Inclusion	Max. 3 points
<p>Within the assessed calendar year, the network has <u>planned, targeted and tracked both activity and progress</u> within <u>one</u> of the following areas:</p> <ol style="list-style-type: none"> work to extend and increase network engagement and inclusion within regional offices increasing LGBTQ presence or leadership within other internal diversity networks or working groups (i.e. women, parents, cross-cultural) <p><i>Points will be allocated for <u>one</u> of the above. If you have completed work in more than one of the above stated areas, please include evidence of work in the ADDITIONAL WORK section at the end of this submission.</i></p>	

- (a) If you have selected (a), please provide a list of activities/work conducted/completed to increase inclusion within regional offices and progress to date
- (b) If you have selected (b), please provide evidence of activity or LGBTQ representation across other diversity networks

a) work to extend and increase network engagement and inclusion within regional offices

Over the last 12 months, we have focused more proactively on engaging team members from our regional offices (note – By regional offices, we refer to those other than Sydney or Melbourne) and we have found that this has improved the Network's presence and impact overall. The specific work that has contributed to this improvement includes:

- Adding a specific action to our Action Plan to identify and empower a 'local champion' in each office to assist with organising events and driving inclusion initiatives (see screenshot below);

Actions	Responsible areas	Timeline
3.1.4 Empower local champions in each office to lead events and initiatives	Rainbow leads	Ongoing

- In December 2021, we piloted a stakeholder team engagement activity for one of ASIC's larger stakeholder teams based in Adelaide to promote the Rainbow Network in offices outside of Sydney and Melbourne. The initiative is to be progressed under item 1.c of the Rainbow Network Training Plan (see Annual Submission – Attachment Q19.1).

ANNUAL SUBMISSION: LGBTQ EMPLOYEE NETWORKS / RESOURCE GROUPS

ADVANCED
Max. 4 points

20. Network Reporting

Within the assessed calendar year, we produced:

- a network specific report on progress against network targets, in addition to
- one of the following areas of performance:
 - additional advice provided to the organisation throughout the year
 - areas of significant contribution
 - areas of future focus
 - annual progress tracking against the AWEI

Note: This question is about your network having produced its own report. This question is not regarding general inclusion or a brief mention of your network in organisational reports.

Please provide evidence for both (a) and (b). If you have undertaken above-and-beyond work for more than one of the areas mentioned above, please include evidence of work in the ADDITIONAL WORK section at the end of this submission.

We provide quarterly reports to our Rainbow Sponsor which outlines the completion of the various goals in the Action Plan (see Annual Submission – Attachment Q33.2). The intention of these reports is to show our general progress towards completing the actions of the Action Plan as well as provide the Rainbow Sponsor with a high-level overview of work progressed and to highlight any issues or roadblocks currently being experienced.

We communicate these reports to the Rainbow Network in our periodic meetings, customarily through verbal updates to the Network, and more formally in writing from time to time in our written Network newsletters (see Annual Submission – Attachment Q20.1 and Annual Submission – Attachment Q20.2).

SECTION 4: VISIBILITY OF INCLUSION

ANNUAL SUBMISSION: 2021 VISIBILITY OF INCLUSION		FOUNDATION
21. Days of Significance		Max. 2 points
<p>Within the assessed calendar year, we have celebrated and promoted LGBTQ Days of Significance across the organisation while <i>providing and/or educating employees with an understanding of why these dates are important.</i></p> <p><i>For full points, please provide:</i></p> <ul style="list-style-type: none"> a) <i>a list of LGBTQ Days of Significance celebrated throughout the assessed year</i> b) <i>a brief description of each event, detailing how you promoted an understanding of why the day is significant</i> 		
<p><i>Within the assessed calendar year, we celebrated and promoted the following LGBTQ Days of Significance:</i></p> <ol style="list-style-type: none"> 1. IDAHOBIT (17 May 2021) - for IDAHOBIT Day, we promoted the Pride in Diversity facilitated webinar on “Harnessing the Power of Diversity” to raise visibility of people across a spectrum of diverse gender identities and sexualities. Panel members shared their own personal experiences about what IDAHOBIT and breaking the silence meant to them. The invitation to attend was extended to all and promoted through email and ASIC’s intranet site (see Annual Submission – Attachment Q01.2). 2. Wear it Purple (27 August 2021) - we celebrated Wear it Purple Day by hosting a webinar on the topic of “Start the conversation, keep it going’. The invitation to attend was extended to all team members and the Rainbow Regulators and promoted through email and ASIC’s intranet site (see Annual Submission – Attachment Q01.4). 3. Transgender Day of Remembrance (18 November 2021) - Intranet article (see Annual Submission – Attachment Q21.1). 4. Domestic and family violence awareness (17 June 2021) - featuring a speaker from LGBTQ Domestic Violence Awareness Foundation - Intranet article (see Annual Submission – Attachment Q21.2) 		

ANNUAL SUBMISSION: 2021 VISIBILITY OF INCLUSION

22. Visibility in the Workplace

FOUNDATION

Max. 3 points

We actively encourage and provide a means by which employees can indicate their commitment to LGBTQ workplace inclusion through the use of: ALLY email signatures, lanyards, personal pronouns, virtual backgrounds, etc.

Please provide:

- a) a list of options available to employees through which they can visually indicate that they are an ally or supporter of LGBTQ inclusion*
- b) a couple of photos showing active support and visibility of these options within/around/throughout the workplace (please limit photos to a couple of photos – not required for each available option)*

a) a list of options available to employees through which they can visually indicate that they are an ally or supporter of LGBTQ inclusion

Our team members are able to visually indicate that they are an ally or supporter of LGBTIQ+ inclusion by:

- wearing our Rainbow Lanyard (we also have lapel pins for distribution as we work more in the office in 2022); and/or*
- including their personal pronouns in their email signature (in 2021 ASIC published internal guidelines providing information on including personal pronouns in email signatures (see Annual Submission – Attachment Q22.1).*

b) a couple of photos showing active support and visibility of these options within/around/throughout the workplace (please limit photos to a couple of photos – not required for each available option)

S 47F

ANNUAL SUBMISSION: 2021 VISIBILITY OF INCLUSION		INTERMEDIATE
23. Ally / Champion Reference Guides		Max. 3 points
<p>We provide Ally/LGBTQ Champion Reference Guides or materials on how to be an effective ally and/or an active champion for LGBTQ inclusion within the workplace.</p> <p>Please provide</p> <p>(a) copy of this guide or an outline of the content covered within the guide</p> <p>(b) information regarding how it is distributed or where this guide can be found</p>		
<p>a) <u>copy of this guide or an outline of the content covered within the guide</u></p> <p>We provided an online LGBTQ+ awareness and education course that was based on resources developed by the SBS (see Annual Submission – Attachment Q23.1). The course is designed to improve a person's understanding of the LGBTQ+ community and also provides tools on how to be a good ally by applying what is learnt to promote a fairer, more LGBTQ+ inclusive society. This course is comprised of 3 parts that cover the following topics:</p> <ul style="list-style-type: none"> • LGBTQ+ letters • Out • What is intersex • Transition • Everyday conversations • Allies • Symbols <p>b) <u>information regarding how it is distributed or where this guide can be found</u></p> <p>Our LGBTQ+ awareness and education course is periodically promoted in emails from ASIC's Learning team, and on the wider ASIC intranet home page. Pride in Diversity hosted a number of courses on Empowering Allies throughout 2021, with recordings of these sessions promoted through ASIC's Learning team emails (see Annual Submission – Attachment Q23.2). The course itself is located on our Learning Management System (Learnhub) and can be accessed by all team members at any time. The module is also listed as a great resource for LGBTQ+ allies on our Rainbow Network intranet page.</p>		
ANNUAL SUBMISSION: 2021 VISIBILITY OF INCLUSION		INTERMEDIATE
24. Individual LGBTQ Inclusion Work Recognition		2 points
<p>Leadership has formally recognised and communicated across the organisation the work of employee/s, regarding their <u>internal</u> contribution in LGBTQ inclusion within the workplace.</p> <p>Note: This excludes PiD communications around AWEI Awards – but can include your leadership's formal <u>internal</u> recognition of the contribution made by employees.</p> <p>Please provide evidence of the organisation-wide communication of this recognition.</p>		

Following the ASIC's achievement of 'bronze employer' in last year's AWEI an organisation wide formal recognition was published in ASIC's intranet homepage from our Rainbow Sponsor (Commissioner Sean Hughes) (see Annual Submission – Attachment Q24.1).

ANNUAL SUBMISSION: 2021 VISIBILITY OF INCLUSION

25. Confidential Contacts

INTERMEDIATE
2 points

We have an LGBTQ intranet page that clearly identifies LGBTQ people or allies who can be contacted for a confidential and informal discussion regarding being an LGBTQ employee within the organisation. This is over and above any HR or grievance contacts and confidentiality must be assured.

Please provide a screenshot of where this information is provided. If the contact is not clearly communicated as CONFIDENTIAL, full points will not be awarded.

Our Rainbow Network intranet "Contact Us" page provides the contact details for team members to engage in a confidential discussion on a range of matters with the Rainbow Leads (see Annual Submission – Attachment Q25.1).

We also provide further contact details for LGBTIQ+ team members seeking independent support/confidential counselling on our Rainbow intranet page (see Annual Submission – Attachment Q25.2).

ANNUAL SUBMISSION: 2021 VISIBILITY OF INCLUSION

26. Communication of LGBTQ Support Information

INTERMEDIATE
Max. 2 points

As the initial source of information for LGBTQ employees, our LGBTQ intranet page clearly articulates:

- a) the process for formally reporting workplace LGBTQ bullying/harassment**
- b) available LGBTQ friendly support (should this occur)**

For full points, please:

- (a) provide a screenshot of where this information is communicated on the network or LGBTQ diversity page.*
- (b) clearly show LGBTQ friendly support avenues and where this information*

- a) the process for formally reporting workplace LGBTQ bullying/harassment*

The process for formally reporting workplace bullying/harassment is set out in our policies and procedures on Bullying, Discrimination & Harassment, and Sexual Harassment. This information is also communicated on our Rainbow Network intranet page that further clarifies the process for LGBTIQ+ team members (see Annual Submission Q26.1).

- b) available LGBTQ friendly support (should this occur)*

LGBTIQ+ team members can access various forms of support should they be the victim of bullying and/or harassment. These support avenues are clearly displayed on our Rainbow Network intranet pages and include Harassment Contact Officers, EAP support and confidential discussions with the Rainbow Leads (see Annual Submission – Attachment Q26.1, Annual Submission – Attachment Q25.1 and Annual Submission – Attachment Q25.2).

ANNUAL SUBMISSION: 2021 VISIBILITY OF INCLUSION		ADVANCED 2 points
27. LGBTQ Social Media Streams		
<p>We have internal LGBTQ social media streams or any other means by which we can engage staff in conversations and post items of interest in regard to our inclusion work (may include but is not limited to Yammer, Twitter, Facebook, SharePoint).</p>		
<p><i>Please provide screenshot evidence of such posts and/or conversations on your social media streams.</i></p>		
<p><i>Our Rainbow Network intranet page provides a "Rainbow chat" function that allows members to post ideas, ask questions and engage in open dialogue.</i></p> <p><i>Our Rainbow Leads engage with the Rainbow Network through a monthly <u>newsletter</u> and bimonthly <u>meetings</u> to share new information, updates on the Action Plan and announcements about events and initiatives. This newsletter is designed to inform and engage team members in the LGBTIQ+ inclusion initiatives being run by the Rainbow Network and generate more conversations about LGBTIQ+ inclusion (see Annual Submission – Attachment Q16.1 for example). These newsletters often request volunteers from the Network to assist with various activities and events and are often well received. At Rainbow Network meetings, meeting participants engage in chat and share links, ideas and feedback. See Annual Submission – Attachment Q20.1 above.</i></p>		

SECTION 5: TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT

Please do not include compliance training covering anti-discrimination policies or training within events. Both of these are covered elsewhere.

ANNUAL SUBMISSION: 2021 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT		FOUNDATION 2 points
28. Face-to-Face Training		
<p>We have made face-to-face LGBTQ Awareness / Inclusion / Ally Training available to all employees within the assessed calendar year. This would include any interactive training conducted via internet technologies (i.e. WebEx, Zoom, Teams, etc).</p>		
Name of Trainer or Provider:	s 47F	<input checked="" type="checkbox"/> Our trainer is accredited by or from Pride in Diversity
Length of training:	1 hour	
Date/s:	18 Mar 2021	
Number of attendees approx that will have gone through this training:	19	
Evidence of training undertaken (one piece required):	Training communicated in intranet article dated 11 February 2021, 'All-staff update from Commissioner, Danielle Press – Diversity Week'. See Annual Submission – Attachment Q01.1 and Annual Submission – Attachment Q28.1.	
Copy of presentation or outline of training covered:	Not required - Pride in Diversity delivered	

Name of Trainer or Provider:	s 47F	<input checked="" type="checkbox"/> Our trainer is accredited by or from Pride in Diversity
Length of training:	1 hour	
Date/s:	20 Jul 2021	
Number of attendees approx that will have gone through this training:	23	
Evidence of training undertaken (one piece required):	Training communicated in intranet article dated 11 February 2021, 'All-staff update from Commissioner, Danielle Press – Diversity Week'. See Annual Submission – Attachment Q01.1 and Annual Submission – Attachment Q28.1.	
Copy of presentation or outline of training covered:	Not required - Pride in Diversity delivered	

Name of Trainer or Provider:	s 47F	<input checked="" type="checkbox"/> Our trainer is accredited by or from Pride in Diversity
Length of training:	1 hour	
Date/s:	29 Jul 2021	
Number of attendees approx that will have gone through this training:	9	
Evidence of training undertaken (one piece required):	Screenshot of the invitation sent or where training has been communicated. See Annual Submission – Attachment Q01.1	
Copy of presentation or outline of training covered:	Not required - Pride in Diversity delivered	

Name of Trainer or Provider:	s 47F	<input checked="" type="checkbox"/> Our trainer is accredited by or from Pride in Diversity
Length of training:	1 hour	
Date/s:	9 Aug 2021	
Number of attendees approx that will have gone through this training:	14	
Evidence of training undertaken (one piece required):	Training communicated in intranet article dated 11 February 2021, 'All-staff update from Commissioner, Danielle Press – Diversity Week'. See Annual Submission – Attachment Q01.1 and Annual Submission – Attachment Q28.1.	
Copy of presentation or outline of training covered:	Not required - Pride in Diversity delivered	

Name of Trainer or Provider:	s 47F	<input checked="" type="checkbox"/> Our trainer is accredited by or from Pride in Diversity
Length of training:	1 hour	

Date/s:	19 Aug 2021	
Number of attendees approx that will have gone through this training:	9	
Evidence of training undertaken (one piece required):	Training communicated in intranet article dated 11 February 2021, 'All-staff update from Commissioner, Danielle Press – Diversity Week'. See Annual Submission – Attachment Q01.1 and Annual Submission – Attachment Q28.1.	
Copy of presentation or outline of training covered:	Not required - Pride in Diversity delivered	

Name of Trainer or Provider:	s 47F	<input checked="" type="checkbox"/> Our trainer is accredited by or from Pride in Diversity
Length of training:	1 hour	
Date/s:	27 August 2021	
Number of attendees approx that will have gone through this training:	378 webinar logins (See Annual Submission – Attachment Q28.2)	
Evidence of training undertaken (one piece required):	Training communicated in intranet article dated. See Annual Submission – Attachment Q01.2	
Copy of presentation or outline of training covered:	Not required - Pride in Diversity delivered	

ANNUAL SUBMISSION: 2021 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT

29. Online Training

FOUNDATION
2 points

We have LGBTQ online training modules or pre-recorded content that can be accessed by employees throughout the assessed calendar year.

Name of Online Training or Video:	LGBTQI+
Length of the LGBTQ component within the video/training:	30 minutes
Where employees can access this training :	Please provide screenshot of where this training is accessed. See Annual Submission – Attachment Q29.1 – this training is available on demand to all team members through our LMS.
Tracking:	To provide evidence of training being accessed, please identify: (a) how participation numbers are tracked Participation in this module is tracked by enrolments and completion of the module in our LMS. (b) approximate number of people accessing this training throughout the assessed year Approximately 7 people completed this training in 2021 (see Annual Submission – Attachment Q29.1).
Copy of the module or a brief outline of it's LGBTQ content.	See Annual Submission – Attachment Q23.1.

ANNUAL SUBMISSION: 2021 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	ADVANCED
30. Professional Development for LGBTQ Employees	Max. 2 points
<p>Outside of the Pride in Practice Conference within the assessed calendar year, we have <u>either</u>:</p> <p>(a) <u>provided LGBTQ employees with LGBTQ specific leadership training</u>, internally or externally (excludes conferences unless specifically dedicated to LGBTQ leadership development)</p> <p>(b) put processes in place to ensure that there is LGBTQ representation within talent development programs.</p> <p>Please provide evidence for the <u>one</u> selected item above. If you can provide both, please add the second item to the ADDITIONAL WORK section at the end of this submission.</p>	
N/A	

ANNUAL SUBMISSION: 2021 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	ADVANCED
31. LGBTQ Inclusion Training Plan	Max. 4 points
<p>We have a training plan in place to specifically address LGBTQ inclusion and/or awareness training for all employees.</p> <p>Please provide both:</p> <p>(a) <i>a copy of the training plan designed to create greater awareness of LGBTQ inclusivity</i></p> <p>(b) <i>outlined progress made against that plan</i></p>	
<p>a) <u>a copy of the strategy</u></p> <p>Our training strategy is outlined in the Rainbow Action Plan, specifically in actions 3.2.1 and 3.2.3 (see Annual Submission – Attachment Q02.2) and the Rainbow Network Training Plan (see Annual Submission – Attachment Q19.1).</p> <p>b) <u>outlined progress made throughout the assessed year</u></p> <p>The Rainbow Network Training Plan (see Annual Submission – Attachment Q19.1) includes details of progress made against the plan. This document is updated periodically.</p>	

ANNUAL SUBMISSION: 2021 TRAINING, AWARENESS & PROFESSIONAL DEVELOPMENT	ADVANCED
32. LGBTQ Conferences, Seminars and Events	2 points
<p>Within the assessed calendar year, we have provided opportunities for employees to attend <u>external</u> dedicated LGBTQ conferences, seminars or events.</p> <p>Note: This may include but is not limited to the Pride in Practice Conference, Regional Reach or Sapphire Events, or external LGBTQ panel events. This does not include roundtables or social networking events.</p>	

Please provide evidence.

Within the assessed calendar year, ASIC's Rainbow Network has provided opportunities for ASIC employees to attend the following external dedicated LGBTQ conferences, seminars or events:

- *IDAHOBIT "Harnessing the power of diversity" Event (see Annual Submission – Attachment Q01.2);*
- *Virtual World AIDS Day event hosted by APRA and PID (see Annual Submission – Attachment Q16.1); and*
- *Pride in Practice Conference (see Annual Submission – Attachment Q20.2).*

SECTION 6: EXECUTIVE LEADERSHIP & ENGAGEMENT

Please note: Different titles are used when referring to the most senior executive. For the purpose of consistency within submission, in defining CEO or Equivalent, we are referring to the most senior executive in your organisation within Australia.

If you have a CEO or equivalent, or Senior Leader/Executive highly active in promoting and supporting LGBTQ inclusion (as an LGBTQ individual or an ally), please consider nominating them for the following Awards (where applicable):

- [Executive Leadership Award](#)
- [CEO of the Year Award](#)

ANNUAL SUBMISSION: 2021 EXECUTIVE LEADERSHIP & ENGAGEMENT

33. Executive Sponsor or Champion

INTERMEDIATE
Max. 2 points

We have a visible and active Executive Sponsor or Senior Champion for LGBTQ inclusion who has both:

- a) **contributed to the LGBTQ strategy**
- b) **is engaged in tracking performance progress against the strategy throughout the year**

For full points, please provide evidence for all parts to this question:

- a) *specific contribution to the strategy*
- b) *level of engagement, tracking progress against the strategy*

Note: The simplest way to provide evidence for this question would be for the Executive Sponsor to sign a statement answering both questions.

a) [contributed to the LGBTQ strategy](#)

Our Executive Sponsor, Commissioner Sean Hughes, has taken a significant interest in the progression of LGBTIQ+ inclusion and is willing to assist in any way he can. Commissioner Hughes not only played an important role in the development and approval of our Action Plan, he also assists in the completion of specific actions to drive LGBTIQ+ inclusion. In particular, he:

- regularly engages in communicating key issues, events and news about LGBTQ+ inclusion to the broader organisation and his peers (see Annual Submission – Attachment Q24.1); and
- attends Rainbow Network meetings (with broader membership base) to show that LGBTQ+ inclusion is supported by the highest level of management (see Annual Submission – Attachment Q33.1)

b) is engaged in tracking performance progress against the strategy throughout the year

Quarterly meetings between Commissioner Hughes and the Rainbow Network Leads include a standing item to discuss a prepared report tracking progress against ASIC's Rainbow Action Plan (see Annual Submission - Attachment Q33.1a and Annual Submission – Attachment Q33.2). Commissioner Hughes actively seeks to assist in progressing any actions and addressing any issues or roadblocks.

ANNUAL SUBMISSION: 2021 EXECUTIVE LEADERSHIP & ENGAGEMENT

ADVANCED

34. Executive Advocacy

2 points

Within the assessed calendar year, Senior Executive(s) within our organisation have:

- advocated for LGBTQ inclusion at an executive level *externally* amongst peers
- advocated for LGBTQ inclusion at an executive level *internally* amongst peers; or
- attended at least two of the Pride in Diversity Executive Allies Forums within the assessed year

Please provide evidence for one of the above.

If you can provide evidence for two or more of the above, please add the additional item/s to the ADDITIONAL WORK section at the end of this submission.

c) attended at least two of the Pride in Diversity Executive Allies Forums within the assessed year

s 47F, Senior Executive Leader, Market Enforcement attended two Pride in Diversity Executive Allies Forums on behalf of ASIC in 2021 (27 May 2021 and 25 November 2021); see Annual Submission – Attachment Q34.1. As ASIC's Representative in the Pride in Diversity Executive Ally Forum, **s 47F** advocated for ASIC on its developed Gender Affirmation Policy and has engaged via email and calls with external peers seeking guidance on how other workplaces – private and public sectors – approach with their guidelines, training and support (see example Annual Submission – Attachment Q34.2).

See also, ADDITIONAL WORK under the 'Executive advocacy' heading in question 43 of the annual submission.

ANNUAL SUBMISSION: 2021 EXECUTIVE LEADERSHIP & ENGAGEMENT	ADVANCED
35. CEO or Equivalent Communications	2 points
<p>Within the assessed calendar year, our CEO or equivalent has sent formal communications to all employees comprehensively discussing progress made in LGBTQ inclusion work and its importance to the organisation. This may be CEO communications prioritised on intranet pages or within a CEO newsletter (beyond social media, award announcements only).</p> <p><i>Please provide the most comprehensive communication sent out by your CEO (or equivalent) to all employees in regard to your work in LGBTQ inclusion.</i></p>	
<p><i>Following the ASIC's achievement of 'bronze employer' in last year's AWEI, organisation wide formal recognition was published in ASIC's intranet homepage from our Rainbow Sponsor (Commissioner Sean Hughes) (see Annual Submission – Attachment Q24.1). We consider that a Commissioner is equivalent to a CEO. This achievement was also announced on ASIC's LinkedIn page (see Annual Submission – Attachment Q35.1) and was included in the internal organisation-wide newsletter 'ASIC Direct' (see Annual Submission – Attachment Q35.2).</i></p> <p><i>To further illustrate Commission level engagement in diversity at ASIC, we note our response to Annual Submission Question 17 above. In June 2021 the Rainbow Network collaborated with ASIC's Women in ASIC network to hold a webinar on domestic violence in our community. The event was opened by ASIC's Women in ASIC executive sponsor Deputy Chair Karen Chester and Rainbow Executive Sponsor Sean Hughes. See Annual Submission – Attachment Q36.1 and Annual Submission – Attachment Q17.1 for further information.</i></p>	
ANNUAL SUBMISSION: 2021 EXECUTIVE LEADERSHIP & ENGAGEMENT	ADVANCED
36. CEO or Equivalent Speaking at Events	2 points
<p>Our CEO or equivalent has spoken at LGBTQ events held by our organisation, either internally or externally.</p> <p><i>For full points, all of the following must be provided:</i></p> <ul style="list-style-type: none"> <i>(a) evidence of the individual speaking at the event and approximate duration of speech</i> <i>(b) brief outline of event purpose and typical audience</i> <i>(c) approximate attendee numbers</i> 	
<p><i>As above at Annual Submission Question 35. To illustrate Commission level engagement in diversity at ASIC, we note our response to Annual Submission Question 17 above. In June 2021 the Rainbow Network collaborated with ASIC's Women in ASIC network to hold a webinar on domestic violence in our community see Annual Submission – Attachment Q17.1, Annual Submission – Attachment Q21.2.</i></p> <p><i>(a) The event was opened by ASIC's Women in ASIC executive sponsor Deputy Chair Karen Chester and Rainbow Executive Sponsor Commissioner Sean Hughes. The Deputy Chair and Commissioner Hughes spoke for approximately five (5) minutes to provide an introduction to the event (see Annual Submission – Attachment Q36.1).</i></p> <p><i>(b) The event sought to examine and raise awareness of the extent and nature of family and domestic violence experienced by women and /or members of the LGBTIQ+ community. The event was held for internal participants, with a particular focus on raising awareness for ASIC people leaders.</i></p> <p><i>(c) 460 attendees for this event, see Annual Submission – Attachment Q36.2.</i></p>	

SECTION 7: DATA COLLECTION & REPORTING

ANNUAL SUBMISSION: 2021 DATA COLLECTION & REPORTING 37. Employee Data Analysis	INTERMEDIATE Max. 3 points
<p>Within our annual engagement, pulse or diversity surveys, either for the assessed calendar year or year prior, we have:</p> <ol style="list-style-type: none"> included questions in regard to one's sexual orientation, gender identity or whether or not someone is intersex, AND analysed and reported on LGBTQ engagement data alongside other diversity demographics or overall population statistics <p>For full points, please provide:</p> <ol style="list-style-type: none"> details of when that data was last collected a copy of the questions used to identify LGBTQ population an overview of comparative findings or analysis as compared to other internal populations 	
<p>a) <u>details of when that data was last collected</u></p> <p>In 2021, ASIC's new employee engagement survey – 'Your Voice' – was developed by ASIC in partnership with ENGINE. The survey was live from Monday 19 April 2021 and closed on Friday 7 May 2021 and was open to all directly employed ASIC team members. Participation in the survey was voluntary and completely confidential.</p> <p>b) <u>a copy of the questions used to identify LGBTQ population</u></p> <p>See Annual Submission – Attachment Q37.1, page 3 for details of the survey questions included:</p> <ul style="list-style-type: none"> Gender (Male, Female, Non-binary) Identify as LGBTIQ+ (Yes, No, Prefer not to say) Out at work (Yes to all, Yes only to a few, No, Prefer not to say) <p>c) <u>an overview of comparative findings or analysis as compared to other internal populations</u></p> <p>See Annual Submission – Attachment Q37.1 for full details.</p>	

ANNUAL SUBMISSION: 2021 DATA COLLECTION & REPORTING	ADVANCED 3 points
<p>38. LGBTQ Analysis</p> <p>Within the assessed calendar year (or year prior), we have specifically asked, investigated or assessed <u>one</u> of the following:</p> <ul style="list-style-type: none"> • if LGBTQ employees are directly or indirectly disadvantaged at any stage during the recruitment process • if LGBTQ employees are directly or indirectly disadvantaged in talent management processes or career progression • if there are discrepancies in attrition rates between LGBTQ and non-LGBTQ employees • if within gender aggregated data, we include non-binary employees and if not a proposed plan of action • if internal engagement or AWEI Survey data show any “most in need” areas to focus on, resulting in a plan of action <p>Please provide evidence for <u>one</u> of the above, including a plan of action where stipulated. Points will be given for one of the above.</p> <p>If you have done work in more than one of the above areas within the assessed year, or year prior, please add such work to the ADDITIONAL WORK section at the end of this submission.</p>	
<ul style="list-style-type: none"> • <u>if within gender aggregated data, we include non-binary employees and if not a proposed plan of action</u> <p><i>In 2021, we continued to work with our Diversity & Inclusion Manager to embed standards in how we collected and reported on gender information for our Diversity Council reports. The candidate application form includes the following options for when an applicant provides information about their gender: Male; Female; Non-binary/gender diverse; Other; Prefer not to say.</i></p> <p><i>This change allowed us to accurately report on non-binary employees in gender aggregated data during the recruitment process for our Diversity Council reports. The Diversity Council report (see Annual Submission – Attachment Q38.1) now includes non-binary gender aggregated data.</i></p> <p><i>We continued our work in including non-binary employees in gender aggregated data by making changes to our HRIS. This involved including a separate gender field in the HRIS that allows team members to specify their gender using the aforementioned options – noting that the HRIS will collect ‘sex’ as the required information for external reporting purposes and ‘gender’ as how a team member identifies.</i></p>	

SECTION 8: COMMUNITY ENGAGEMENT

Please note: For this Submission, we will be accepting evidence only regarding one such event/instance for each question within this section, respectively (as opposed to two). If you have more than one example to evidence for the questions within this section, please *please add the additional item/s to the ADDITIONAL WORK section at the end of this submission.*

ANNUAL SUBMISSION: 2021 COMMUNITY ENGAGEMENT	INTERMEDIATE
39. Employer Branded Participation at Community Events	2 points
<p>Within the assessed calendar year, we held stalls at LGBTQ community events or participated in pride parades under our employer/company branding. (This may include online community events with <i>prominent</i> employer branding.)</p> <p>Note: This must be a targeted branding exercise, over and above employees wearing corporate t-shirts but not contributing formally to the event.</p> <p><i>Please provide evidence of branding displayed at one such community event, including online community events.</i></p>	
N/A	
ANNUAL SUBMISSION: 2021 COMMUNITY ENGAGEMENT	INTERMEDIATE
40. Pro-Bono or Financial Support: LGBTQ Charities/Organisations	2 points
<p>Throughout the assessed calendar year, we have provided pro-bono or financial support to LGBTQ charities/community groups. (This includes sponsorships of events, publications or pro-bono accommodation/venue support. Fundraising is covered in Q41.)</p> <p><i>Please provide evidence of one such instance.</i></p>	
N/A	
ANNUAL SUBMISSION: 2021 COMMUNITY ENGAGEMENT	INTERMEDIATE
41. Fundraising	2 points
<p>Throughout the assessed calendar year, we have engaged in fundraising for LGBTQ charities / communities / groups. (This may include the support of any LGBTQ charity groups within workplace giving programs.)</p> <p><i>Please provide evidence of one such instance. (This can be a letter of appreciation, certificate, receipts or confirmation of funds raised issued by the charity/group.)</i></p>	
<p><i>Our Workplace Giving Program allows team members to make pre-tax contributions to over 40 charities. Since 2017, one of these charities has been Minus18, an organisation that exists to tackles homophobia, biphobia and transphobia through events, resources, workshops and campaigns. Each year, more than 150,000 LGBTI youth access Minus18 online support. In 2021, our team members donated</i> s 22</p>	

SECTION 9: SURVEY

ANNUAL SUBMISSION: OPTIONAL SURVEY PARTICIPATION	OPTIONAL 2 points
42. Survey Participation	
<p><input checked="" type="checkbox"/> We are participating in the 2022 AWEI Survey. Please note:</p> <ul style="list-style-type: none"> Partial points will not be given. Full points will only be obtained for the following: <ul style="list-style-type: none"> Medium Employers (501 – 2000 employees): if 50 or more survey responses are collected Large Employers (2001 – 8000 employees): if 100 or more survey responses are collected Significant Employers (8001 or more employees): if 200 or more survey responses are collected <p>Please note: the more respondents you have, the more substantial data you will receive. The purpose of the AWEI Survey is to provide you with significant information on the impact of your inclusion initiatives and allow you to benchmark against the national dataset.</p>	

SECTION 10: ADDITIONAL WORK

This section allows you to describe and provide evidence for any additional work completed throughout the assessed calendar year:

- (a) that has not already been included within this index submission
- (b) that you believe is significantly over and above what a particular question or index topic is looking for
- **IMPORTANT: PLEASE COMBINE ALL RELATED INDEX WORK INTO ONE ROW.** For example, if you wish to claim for significant training, list all LGBTQ training within one row under the Item Name of "Training." Only 1 point is available for all work pertaining to a particular topic/area – PLEASE do not split similar areas of index activity over multiple rows.
- Please add additional rows regarding different areas of work, as necessary. **Note: A maximum of 15 points (15 items) may be obtained in this section. Should you submit more than this, you will still only be eligible for the same Maximum points.**

ANNUAL SUBMISSION: ADDITIONAL WORK	ADDITIONAL Max. 15 points
43. ADDITIONAL WORK	
<p>Item Name: <i>[Question No. or Item Name Here]</i></p> <p><i>If referencing significant work over and above in relation to one of the questions or topics within the index, please state question number or index topic here and then provide evidence to the right.</i></p>	<p><u>Rainbow Regulators Coordination</u></p> <p><i>A number of years ago, four Commonwealth Government agencies came together to establish an interagency working group on LGBTIQ+ inclusion and named this group the Rainbow Regulators. Unfortunately, due to a lack of resourcing and support from internal networks, the working group started to meet less frequently and resorted to only being engaged with around Mardi Gras.</i></p>

<p><i>If you have new work, the topic of which is not covered within the index, please add an appropriate heading here and then provide evidence to the right.</i></p>	<p><i>In 2021, our Rainbow Leads dedicated a significant amount of time and energy in coordinating the Rainbow Regulators and even invited a fifth member to join the group. This group is now comprised of LGBTIQ+ network representatives from ASIC, APRA, ACCC, RBA, AUSTRAC and Treasury. The role of this group is important as it gives participating agencies the opportunity to learn from and leverage off the expertise and experiences of their peers. Without our Rainbow Leads' direction and leadership, the interagency working group would not be where it is today.</i></p> <p><i>Aside from collaborating on workstreams to develop and enhance LGBTIQ+ inclusion, the Rainbow Regulators also extend invitations across agencies to events including observation of days of significance. In 2021 this included:</i></p> <ul style="list-style-type: none"> - <i>ASIC inviting other agencies to our webinar focusing on the Wear It Purple theme for 2021, Start the Conversation (see Annual Submission – Attachment Q43.1) and</i> - <i>APRA inviting other agencies to an event marking World Aids Day (see Annual Submission – Attachment Q16.1).</i>
	<p><u><i>Collaboration on the development of Gender Affirmation Policies</i></u></p> <p><i>We have developed a sub-working group of Network members and HR representatives to work on the development of our respective gender affirmation policies/documents and resources. See example meeting invitations Annual Submission – Attachment and Q08.1 Annual Submission – Attachment Q08.2.</i></p>
<p><i>Annual submission question 34</i></p>	<p><u><i>Executive advocacy</i></u></p> <p><i>s 47F, Senior Executive Leader, Market Enforcement and Rainbow Network Executive Ally advocated and helped facilitate feedback and support on our Gender Affirmation Policy Guidelines by seeking feedback from the Office of Enforcement Senior Executives Forum and seeking support from our Regional Commissioners (all of whom responded in support and appreciated the work done); see Annual Submission – Attachment Q43.3. s 47F has also strongly advocated the inclusion of inclusive email signatures; see Annual Submission – Attachment Q43.4 and ; see Annual Submission – Attachment Q22.1. s 47F participates in the Rainbow Leads meeting with Commissioner Sean Hughes and provides s 47F views and insights; see Annual Submission – Attachment Q43.5.</i></p>

AWEI 2022 SUBMISSION DATES

We can accept AWEI submissions between Monday 10th January – 5pm Friday 11th February 2022 (or midnight Saturday 12th February 2022 for large file transfer URL).

- No later than 5pm, Friday 11th February 2022 for hand-delivered, couriered or mailed submissions (hard copies, USB, etc).
- Deadline for large file transfer program URL (including but not limited to Dropbox, Google Docs, Parcel Post, SharePoint or any other internally approved large file transfer system) midnight Saturday 12th February 2022

- **Important: File attachments within emails will not be accepted. Pride in Diversity will take no responsibility for attachments sent via email.**
- All file transfers and access to various systems must be sent to AWEI@prideindiversity.com.au; with a copy to **s 47F**
- Please ensure all evidence included in your submission or attached is legible. Pride in Diversity will not be responsible for documents that we cannot access or cannot read (if they have been copied or shared incorrectly).

IMPORTANT INFORMATION FOR SUBMITTERS

Please ensure that you have signed up to the following newsletter – this will ensure that you receive all relevant information and updates in terms of the up and coming AWEI period. [Click here](#) to sign up or go to: <http://eepurl.com/tT7vf>

OPTIONAL AWEI EMPLOYEE SURVEY

Participating in the optional AWEI Employee Survey? You will be able to [request your unique survey](#) URL as of 1st July 2021. You will receive this link when the survey goes live on Monday 1st November 2021 and will remain open until the close of submissions on Friday 11th February 2022.

Participation in the survey allows you to balance the results of your AWEI with the views and lived experiences of your employees. While survey data is linked to your organisation enabling us to provide you with a comprehensive high-level analysis of responses, individual respondent data is not collected.

INDIVIDUAL AWARD NOMINATIONS

Please consider nominating your colleagues, networks, etc. for an LGBTQ Inclusion Award. Award categories can be found within the Participation Details of this Submission or on the AWEI website: <https://www.pid-awei.com.au/awardnominationforms/>