

A framework to prevent and respond to sexual harassment

Minimum standards for employers

 <p>Standard 1: Knowledge</p> <p>Employers understand their obligations under the Equal Opportunity Act 2010 and have up-to-date knowledge about workplace sexual harassment.</p>	 <p>Standard 2: Prevention plan</p> <p>Sexual harassment is prevented through the development and implementation of an effective sexual harassment prevention plan.</p>	 <p>Standard 3: Organisational capability</p> <p>Leaders drive a culture of respect by building organisational capability.</p>	 <p>Standard 4: Risk management</p> <p>Employers have built a culture of safety and address risk regularly.</p>	 <p>Standard 5: Reporting and response</p> <p>Sexual harassment is addressed consistently and confidentially to hold harassers to account, and responses put the victim-survivor at the centre.</p>	 <p>Standard 6: Monitoring and evaluation</p> <p>Outcomes and strategies are regularly reviewed, evaluated and improved.</p>
Employers understand the law relating to sexual harassment including their positive duty.	Employers have assessed what steps they will take to prevent sexual harassment, including measures in compliance with these standards, and have documented the plan.	Expectations of respectful workplace behaviour have been set and clearly communicated to workers.	Employers have regularly identified and assessed risk factors for sexual harassment, including by seeking feedback from workers.	A fair and confidential reporting and complaints procedure is prepared in consultation with workers, with victims-survivors' wellbeing prioritised.	Employers regularly collect and assess reporting and complaints (and other relevant) data for trends, patterns and lessons to drive continuous improvement.
Employers understand the drivers and impacts of sexual harassment.	Workers and their representatives have an opportunity to contribute to the development or revision of the plan.	Leaders model respectful workplace behaviour.	Employers have recognised and treated sexual harassment as a work health and safety risk.	Workers know how and where to make a complaint or report, and are supported to do so.	Employers regularly review and update sexual harassment prevention plans (e.g. annually) to drive continuous improvement.
Leaders and supervisors know how to identify and respond to sexual harassment in their workplace.	Workers understand the plan (including relevant policies and procedures) and know where to find it.	Employers have taken steps to ensure workers understand that sexual harassment and victimisation are against the law and will not be tolerated.	Employers have taken steps to minimise and control workplace risk factors.	Responses to complaints are timely and consistent, with proportionate disciplinary outcomes.	Employers are transparent about trends, patterns and lessons with workers, boards and key stakeholders.
	Leaders have implemented the plan and are accountable for the commitments within it.	Employers encourage and support bystanders to act safely to respond to sexual harassment.	Workers understand and are encouraged to use systems in place to address risk.	Workers are safe and supported throughout a complaints process, including through identifying and preventing victimisation.	Workers have confidence that sexual harassment is being eliminated in their workplace.