

EQUALITY OF EMPLOYMENT OPPORTUNITY PROGRAMS

Employment Instruction Number 10

1. **Scope**

1.1. This Employment Instruction:

- a) sets out rules for developing programs to ensure that employees have equal employment opportunities in accordance with the *Public Sector Employment and Management Act* (the Act);
- b) is issued in accordance with section 16 of the Act; and
- c) is to be read in conjunction with, and subject to, sections 5C, 5D, 5E and 24 of the Act.

2. **Agency Programs**

2.1. A Chief Executive Officer must develop an Equality of Employment Opportunity Program consistent with the Act, its subordinate legislation, the *Anti-Discrimination Act* and any relevant award or enterprise agreement.

2.2. Equality of employment opportunity programs must be integrated with corporate, strategic and other agency planning processes and be directed towards:

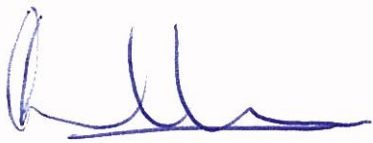
- a) ensuring all persons have equal opportunity to compete for employment, promotion and transfer, and to pursue careers within the Public Sector; and
- b) eliminating unlawful discrimination from human resource management in the Public Sector.

3. **Equality of Employment Opportunity Programs**

3.1. At a minimum an agency program must:

- a) clearly identify the agency's equal employment opportunity objectives;
- b) define policies and programs to be implemented within the agency in order to achieve the equality of employment opportunity principle;
- c) provide for all employees to participate in cross cultural awareness training;
- d) include an Indigenous Employment Career Development Program developed in accordance with the Northern Territory Public Sector Indigenous Employment and Career Development Strategy;
- e) ensure communication of the agency's equal employment opportunity policies and programs to all employees;

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- f) provide for ongoing review of human resource management policies and practices to identify possible discriminatory practices;
 - g) provide for the collection of appropriate statistical information which will, amongst other things, enable patterns of direct, indirect or systemic discrimination to be identified;
 - h) include mechanisms such as performance indicators for evaluating the success of policies and programs; and
 - i) provide for regular revision and amendment of the program itself.



GRAHAM SYMONS
Commissioner for Public Employment

14 December 2011