



Australian Government  
IP Australia



Delivering a world leading IP system

# HR01 HR Policy

## Diversity and Inclusion Policy





## Revision History

Date	Changes
25 Aug 2021	Initial draft



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## 1. Background

- 1.1 IP Australia is committed to not only meeting our moral obligation to ensure we have a diverse workforce, representative of the broader population, but to ensure all employees feel safe to be their true selves in the workplace, that their contribution is encouraged and valued, and that they are given the opportunity to reach their full potential.
- 1.2 IP acknowledges that through having a high functioning inclusive workforce it will achieve success at the individual, team and organisational levels.

## 2. Purpose

- 2.1 This Policy sets out IP Australia's commitment to a diverse workforce and an inclusive workplace.

## 3. Introduction

- 3.1 An inclusive culture requires each employee to be conscience of their actions towards others. Leaders need to ensure the standard IP Australia has set is maintained through open communication and transparency in dealing with all staff. Most importantly it is our behaviour towards others that provides for an inclusive culture.
- 3.2 This approach is underpinned by research indicating the strength of diversity and its link to increased productivity.
- 3.3 IP Australia has a strong commitment to the fundamental principle that all employees should be able to equally participate in our workplace

## 4. Principles

- 4.1 IP Australia will apply diversity and inclusion principles to:
  - a. Guide our commitment to delivering a world leading intellectual property system and our engagement with the community, our customers and employees,
  - b. Ensure our key talent management processes, including recruitment, promotions, career development, succession planning, reward and recognition are inclusive and based on fairness and merit,
  - c. Develop and implement strategies, including a Diversity and Inclusion Strategy and Reconciliation Action Plan, and relevant action plans to address obstacles to achieving a diverse and inclusive workplace. These documents will include measurable objectives that will be regularly reviewed,
  - d. Put in place inclusion champions and maintain employee led inclusion networks,
  - e. Ensure working arrangements, including learning and development opportunities, are accessible, available and utilised by all team members,
  - f. Fund relevant programs appropriately and monitor the effectiveness of, and continue to expand on, existing initiatives designed to identify and support team members from a diverse range of backgrounds,



- g. Empower team members to grow and develop in an inclusive, safe and flexible way, and
- h. Support the Australia Public Service to achieve initiatives outlined in all of government strategies.

## 5. Related Resources

5.1 Resources relevant to this policy include:

- a. [IP Australia Diversity and Inclusion Strategy 2019 - 2022](#)
- b. [Diversity & Inclusion guidance material](#)
- c. [Diversity & Inclusion templates and forms](#)