

Cultural Safety and Diversity Awareness Policy

PURPOSE

The purpose of this policy is to ensure that all E4 Workers work in an environment where they feel respected, safe, and valued by recognising and nurturing unique cultural identities, actively removing barriers like racism and bias, and empowering individuals from diverse backgrounds.

This policy also ensures that all E4 workers understand and respect cultural differences when placed at Host Employer's sites and are provided with clear expectations of behaviour that fosters dignity, inclusion, and mutual respect.

SCOPE

This policy applies to all E4 Workers, at all times and without exception.

POLICY

Definitions

- **Cultural Safety:** Refers to a workplace culture where individuals feel respected for their cultural identities, beliefs, and experiences, and where power imbalances, bias, and discrimination are actively recognised and addressed.
- **Diversity:** Refers to the inclusivity of people from different cultural backgrounds, languages, ages, genders, sexual orientations, abilities, religions, and other characteristics.

E4 People is committed to respecting diversity by ensuring that all individuals, including Aboriginal and Torres Strait Islander people, culturally and linguistically diverse workers, LGBTIQ+ individuals, and people of all backgrounds, feel safe, respected, and valued whilst working on Host Employer's sites.

Responsibilities

E4 People will:

- Promote respect for all E4 Workers and others regardless of cultural background, age, gender, sexual orientation, disability, religion, or language
- Communicate clearly to E4 Workers the Host Employer's cultural expectations and relevant policies
- Investigate and respond promptly to any complaints of discrimination, harassment, or cultural harm
- Work with Host Employers to ensure E4 Worker placements occur in culturally safe and inclusive environments.
- Share cultural safety expectations with host employers and support them with resources where needed.

E4 Workers will:

- Uphold respectful and inclusive behaviours with other individuals
- Participate in required cultural safety and diversity awareness training
- Respect cultural practices, languages, identities, and differences in all interactions
- Report any concerns about discrimination, racism, harassment, or cultural harm to E4 People or their Host Employer
- Be aware of their own cultural biases, assumptions, and behaviours, and to reflect on

- how these may impact their interactions with individuals
- Actively listen and respect differing cultural perspectives, practices, and identities

Host Employers will:

- Foster inclusive and respectful environments for all workers
- Provide necessary cultural safety information and support to E4 Workers on site
- Collaborate with E4 People to resolve any cultural safety or diversity-related concerns promptly and effectively
- Work collaboratively with E4 People to address any cultural safety or diversity challenges

Cultural Safety and Diversity Awareness Training

All E4 Workers may be required to complete cultural safety and diversity training. Training will cover understanding cultural safety and unconscious bias, respectful communication in diverse workplaces, awareness of cultural backgrounds and strategies for inclusive behaviour and conflict resolution.

Feedback, Complaints and Resolution

E4 People encourages E4 Workers to raise any concerns or feedback regarding cultural safety or discriminatory conduct. E4 Workers should report incidents or concerns to their E4 People Consultant or their Host Employer. All concerns will be treated seriously, investigated promptly, and managed fairly and confidentially.

POLICY BREACH

Where a breach of this policy is identified, E4 People may take appropriate disciplinary action, up to and including termination of employment or assignment.

POLICY REVIEW

This policy will be regularly reviewed by E4 People and may be revised from time to time. Any necessary changes will be implemented by the Directors.