



**Australian
Human Rights
Commission**

Background

Thank you for providing a case study for inclusion in the Australian Human Rights Commission's updated *Workplace Cultural Diversity Tool* (Tool). The case study you have provided is one of several that have been collected from a diverse range of organisations working towards best practice regarding cultural diversity and anti-racism in the workplace.

So that your case study can be included as a case study within the Tool, please review the following information and if agreed and accepted by you, return a signed copy of the consent form on page 3 of this document. Providing a case study, and providing your consent for its inclusion in the Tool, are voluntary.

What is the Cultural Diversity Tool

Created in 2014, the [Workplace Cultural Diversity Tool](#) provides an online, confidential, self-assessment tool that supports organisations to better understand their relationship to cultural diversity and inclusion in the workplace.

In 2021, the Commission's Race Discrimination Team began an update of the tool, which is intended to be launched in early 2022. The update involves refreshing the Tool's form, function and content, including by incorporating anti-racism language in recognition that this is an important component of workplace cultural diversity.

Users of the Tool may be representatives of organisations of any size from any industry. The Tool itself is designed to be completed by a participation organisation's staff members who have oversight and/or awareness of organisational planning, policies, recruitment and retention processes, for example senior managers, human resources managers and diversity officers. The Commission recommends that such users create a multi-level team to support completing the Tool, ensuring that the perspectives of those with lived experience of racism and racial discrimination are featured wherever possible.

The updated Tool will guide users through approximately 50 questions or 'Good Practice Goals' through which users must rank their organisation's level of engagement ('Starting out', 'Developing' or 'Advanced'). These 'Good Practice Goals' are divided into ten 'Good Practice Areas'. Once a user has completed the tool, they are provided with a score for each 'Good Practice Area' and recommended a selection of resources that may assist them to improve in areas where they have received a low score.

How your case study may be used

To provide good practice examples for users of the Tool, the Commission intends to include at least one case study for each 'Good Practice Area'. Case studies are intended to demonstrate initiatives that may be put in place to increase cultural diversity and address racism in the workplace. Case studies will be visible to all logged in users of the Tool. Any person with an email address is able to create a login for the tool.

If, at any time, the Commission wishes to use the case study you have provided other than as set out in this section, the Commission will liaise with you to ascertain whether you consent to the proposed use. In that instance, providing such consent would be voluntary.

Access to case studies – Freedom of Information

The Commission is subject to the [Freedom of Information Act 1982](#) (FOI Act) and any submission provided to the Commission may be the subject of a request under that Act. All requests for access to any or all case study submissions will be dealt with in accordance with the FOI Act, which includes categories of documents that are exempt from disclosure that is otherwise mandatory. .

If a request for documents or information under the FOI Act may cause your personal or business information to be released to a third party, you will be consulted in advance of any documents or information being disclosed, and given an opportunity to make submissions about whether such information should be exempt from disclosure. Material obtained in confidence, or the release of documents that could impact on the Commission's operations may also be exempt from disclosure.

Detailed information on the freedom of information can be found on the website of the Australian Information Commissioner at <https://www.oaic.gov.au/freedom-of-information/>.

Distribution of case studies – Creative Commons

Case studies published in the Tool are subject to the Creative Commons Attribution 4.0 International License which sets out the intellectual property rights attached to the case studies and their publication in the Tool. Case studies may be reproduced in accordance with that license. A copy can be obtained by visiting <https://creativecommons.org/licenses/by/4.0/>.

Publication of your case study


By signing this form, you give permission for the Commission to publish the case study (or case studies) you have provided in accordance with the information provided above. If you have provided a case study on behalf of an organisation that you represent, by signing this form your consent is on behalf of that organisation.

A final version of all case studies will be sent to you for review and approval, prior to its publication on the Tool.

You, or your organisation, whichever is relevant, will retain the rights to remove your/its case study from the Tool at any time. There is no cost or penalty associated with removing a case study even if consent has previously been provided for publication. Requests to remove case studies should be made via email to antiracismsecretariat@humanrights.gov.au. The Commission will endeavour to action your request in a timely manner.

I consent to the inclusion of the case study (or case studies) I have provided to the Australian Human Rights Commission in its Workplace Cultural Diversity Tool:

- I understand I am being asked to give consent to include a case study, or case studies I have provided in the Workplace Cultural Diversity Tool, either on my own accord or on behalf of an organisation that I represent
- I have read and understand the above information about the project and the Tool.
- I understand how my case study may be used if published on the Tool.
- I understand that I will be sent a final version of any case study that is to be published on the Tool for my review and approval prior to its publication.
- I understand that I may withdraw this consent and request to remove a case study provided by me or my organisation at any time, or that another representative of my organisation may make such a request.

I agree to the above dot points		Yes / No (please circle one)
Signature:		
Print Name:	Brenda Gaddi	
Organisation:	Women of Colour Australia (WoCA)	
Date:	11/02/2022	
Email:	brenda@womenofcolour.org.au	

Australian Human Rights Commission
Consent form – Workplace Cultural Diversity Tool Case Studies