

# **U3A Geelong Incorporated**

Reg. No. A12137

## **Anti-Discrimination Policy**

### **Introduction**

U3A Geelong Inc. recognises that prohibiting discriminatory behaviour is both a legal obligation and good practise. U3A Geelong Inc. endorses diversity, supports equal rights and equal opportunity, and does not advocate, support, or practice victimisation or discrimination based on characteristics such as race, religion, age, national origin, gender, sexual orientation or disability, whether covered by applicable legislation or not.

### **Purpose**

The purpose of this document is to set out U3A Geelong Inc.'s anti-discrimination policy and the governance structures, responsibilities and procedures that ensure that the organisation complies with its policy and obligations under legislation.

### **Policy**

1. For the purpose of this policy, 'discrimination' is treating, or proposing to treat, someone unfavourably because of a personal characteristic protected by the law, such as sex, age, race or disability.
2. Equal Opportunity consists of ensuring that all tutors, volunteers and members are given equal access to the services and benefits provided by U3A Geelong Inc.
3. Victimisation occurs where a person is treated harshly or suffers detriment because they have made a complaint of discrimination, or where they have provided information or evidence in connection with a complaint.
4. U3A Geelong Inc. does not practise or tolerate discrimination, victimisation or vilification including but not limited to that which relates to:
  - gender
  - pregnancy or potential pregnancy
  - marital or domestic status
  - disability
  - race, colour, national extraction, social origin, descent, ethnicity
  - age

- family status, as parent or carer
  - sexuality, transsexuality or transgender
  - religious or political belief or activity
  - trade union or employer association membership or activity
  - physical features
  - occupation or calling
  - medical record, including HIV/AIDS
  - criminal record
5. U3A Geelong Inc. is an equal opportunity manager of volunteers. In all cases no factor other than performance and competence will be used as the basis for training and development opportunities for volunteers or intending volunteers.

## **Procedures**

6. U3A Geelong Inc. will:
- monitor the organisation's practices and procedures to ensure that they adequately conform to this policy.
  - conduct elections to positions on the Management Committee that are free from discrimination and provide equal opportunity for all members to stand for election.
  - periodically evaluate the effectiveness of the procedures established to prevent discrimination.
  - monitor the performance of office bearers and volunteers in regard to this policy.
  - analyse all reported breaches to identify adverse systemic trends and ensure that they are addressed.
  - ensure a culture of anti-discrimination and equal opportunity is promoted across the organisation.
7. A person who believes they are being treated unfairly as a result of discrimination may report the matter to the Secretary of U3A Geelong Inc. The Secretary will inform the President immediately, and the President will investigate the matter promptly, confidentially and fairly in accordance with the organisation's Grievance Procedure.

## **Implementation**

8. This policy was adopted by the Management Committee of Geelong U3A Inc. and minuted as such on 22nd July, 2020.
9. This policy will be published on the website of U3A Geelong Inc. within 4 weeks of the date of this authorisation, and copies made available to all tutors and volunteers.

