

WSI Policy

Equal Employment Opportunity

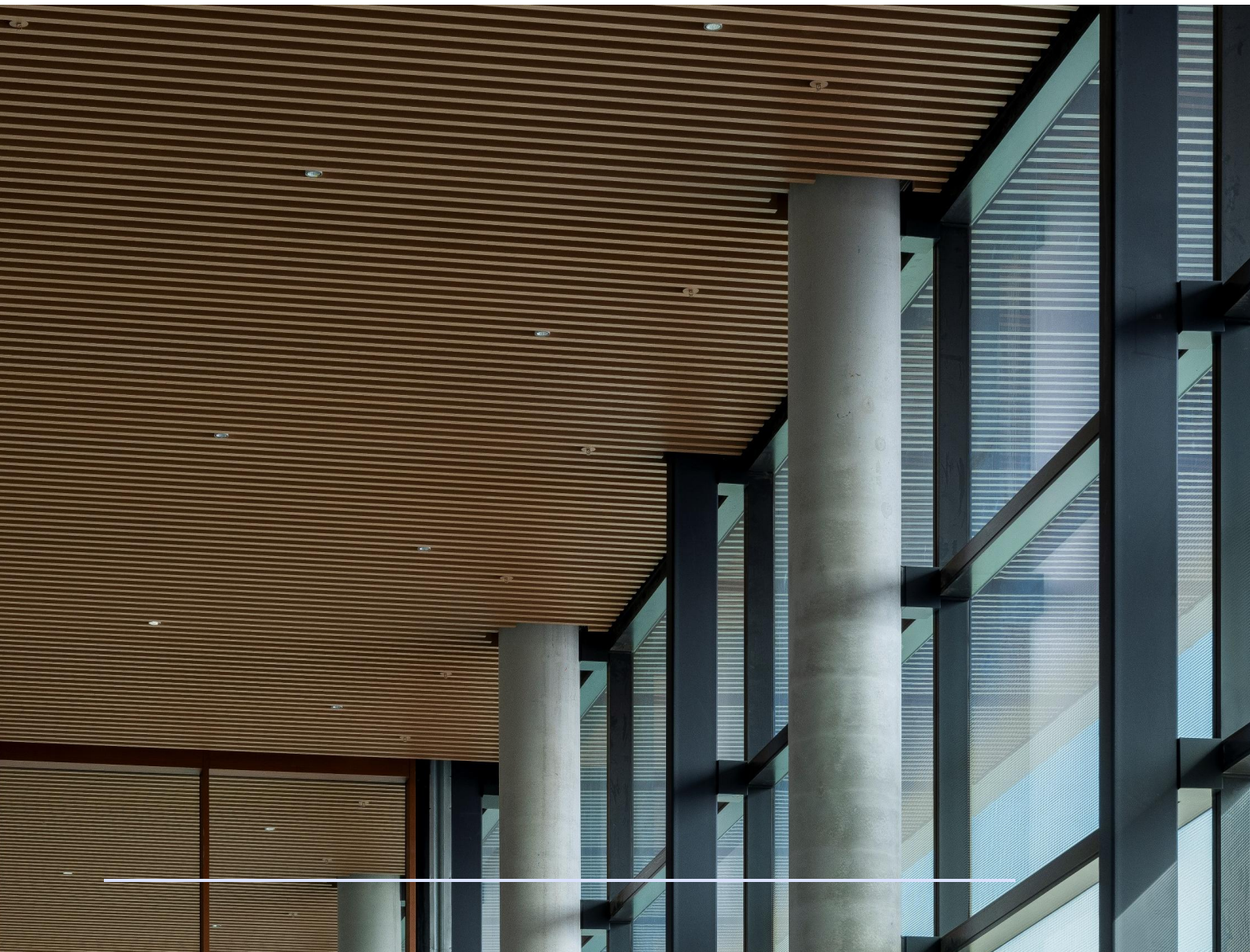
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Revision: 00 9/04/2018	Jo Vaughan Chief People & Culture Officer	Melanie Burnicle Company Secretary & Corporate Counsel	WSA Board
	Main Changes: Original Issue		
Revision: 01 14/05/2020	Jo Vaughan Chief People & Culture Officer	Melanie Burnicle Company Secretary & Corporate Counsel	WSA PRNC
	Main Changes: Annual review		
Revision: 02 11/11/2021	Kirby Grattan Chief People Officer	Melanie Burnicle Company Secretary & Corporate Counsel	WSA PRNC
	Main Changes: Removal of references to Diversity and Inclusion.		
Revision: 03 14/11/2024	Kirby Grattan Chief People Officer	Murray Hundleby Company Secretary	WSA PRNC
	Main Changes: Minor adjustments and improvement of language and consistency.		

Related Documents

This policy should be read in conjunction with the related documents listed in the table below.

Document Number:	Document Description:
WSA00-WSA-00000-HR-POL-000001	Code of Conduct
WSA00-WSA-00000-HR-POL-000005	Disciplinary Policy
WSA00-WSA-00000-HR-POL-000004	Complaints and Grievances Policy
WSA00-WSA-00000-HR-POL-000009	Diversity, and Inclusion Policy
WSA00-WSA-00000-OS-POL-000021	Work Health and Safety Policy
WSA-PC-POL-000001	Flexible Work Arrangements Policy
WSA-PC-POL-000010	Education Assistance Policy
WSA00-WSA-00000-CP-POL-000011	Privacy Policy
WSA-PC-POL-000003	Recruitment & Selection Policy
WSA00-WSA-00000-CP-POL-000004	Statement of Business Ethics
WSA00-WSA-00000-CE-PLN-000001	WSA Reconciliation Action Plan
WSA00-WSA-00000-EN-POL-000001	Sustainability Policy

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1. What is this Policy about?

Western Sydney Airport (WSA) believes strongly in equal opportunity in communities and in workplaces. WSA has developed this policy so that WSA's commitment to these values may be reflected across the organisation.

This policy does not incorporate any obligation on WSA into an employee's contract of employment, or any other contract for services. However, it does place obligations on employees and other workers.

2. Introduction

2.1. To whom does this Policy apply?

The Policy applies to everyone at WSA, including directors, leaders, employees and secondees, as well as contractors, consultants and other visitors at WSA workplaces. WSA's commitment to Equal Employment opportunity is underpinned by WSA's values and as stated in WSA's Code of Conduct, WSA expects all employees, contractors and visitors to always act with integrity.

2.2. Policy review

This policy will be reviewed every 3 years unless circumstances require updates are necessary.

2.3. Policy availability

This policy is available to be accessed on the **WSA Published Documents SharePoint** site. Currency and accuracy cannot be guaranteed if sourced from other locations.

3. Equal Opportunity

WSA is committed to providing all current and potential employees an equal, fair and reasonable opportunity to obtain employment and gain promotion at WSA on their merits. In this sense, "merits" means a person's ability and potential to successfully perform the role they are applying for.

3.1. Equal Employment Opportunity

Equal employment opportunity (EEO) refers to employment practices that are designed so that existing and potential employees are able to compete for, or be awarded, employment promotions, transfers, training and other employment related benefits on their merits without reference to irrelevant characteristics. In Australia, it is unlawful to discriminate against a person because of certain protected attributes, including, but not limited to:

- sex or intersex status;
- sexual orientation or gender
- race, colour or national extraction;
- pregnancy, potential pregnancy or breastfeeding status;
- age;
- family responsibilities and/or parental or carer status;
- marital status;

- trade union membership or union/industrial activity; or
- disability;
- religious or political beliefs.

3.2. Discrimination

There are two types of unlawful discrimination:

- **Direct discrimination** is where a person or group is treated less favourably than another person or group because of a protected attribute.
- **Indirect discrimination** is where there is a particular requirement or practice which appears to be neutral, but which has the effect of disadvantaging people with a particular attribute, and which is not reasonable in the circumstances.

WSA stands strongly against both direct and indirect discrimination.

As set out in this policy, WSA is committed to doing all that it can to create a harmonious, equal and fair workplace, devoid of all forms of discrimination. This include taking disciplinary action against any person/s who discriminates against another person and/or group.

4. WSA Shared Responsibilities

Equal opportunity is everyone's responsibility.

Everyone at WSA is responsible for complying and adopting this policy and the Code of Conduct into all aspects of work and WSA's values. Everyone is required to treat others with respect and professionalism and without regard to non-relevant criteria, differences or attributes. All employees are encouraged to promptly inform their Leader or People and Culture (P&C) if they feel that there has been a potential breach of this policy.

Leaders are responsible for ensuring that this policy is applied in the workplace. In particular, Leaders are responsible for ensuring all decisions relating to appointment, promotion or any other related employee benefits are provided on the basis of merit, and without regard to any illegal and/or irrelevant considerations.

Leaders are also responsible for fostering a positive and productive workplace culture by helping their team understand this policy and what it means to them.

WSA leadership, with P&C support, are responsible for ensuring that WSA employees are aware of their obligations, responsibilities and rights in relation to this policy. Where there is an instance of non-compliance or potential non-compliance, P&C will address these matters professionally and seek a prompt and sensitive resolution pursuant to this policy, the Code of Conduct Policy, the Complaints and Grievances Policy and relevant legislation.

5. Disciplinary Action for Non-Conformance

Failure to comply with obligations under this policy may lead to disciplinary action being taken by WSA, up to and including dismissal.

Before any disciplinary action is taken, WSA will undertake the appropriate process to determine the relevant factual circumstances of the potential or alleged breach of policy.

Please refer to WSA's Disciplinary Policy for further information.

6. Further Entitlements

Employees have numerous protections related to equal opportunity under Australian legislation. WSA is committed to strictly observing and adhering to its legal obligations.

7. Further Information

Any employee who requires assistance in understanding this Policy should first consult with their leader or Executive Committee Member (ExCo). Should further information be required, please contact a member of P&C.