

Challenger Limited

Family & Domestic Violence Policy

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Policy Owners: Human Resources
Prepared By: Chief Executive, People, Corporate
Affairs & Sustainability

1. Purpose

The purpose of this policy is to:

- Provide guidance on how Challenger will support employees experiencing family and domestic violence and respond to perpetrators of family and domestic violence who are employees;
- Develop a supportive workplace where employees who are experiencing family and domestic violence can come forward for help and support; and
- Guide the response of people leaders with employees whose work life is affected by family and domestic violence.

2. Statement of commitment

Challenger is committed to providing a safe, respectful and inclusive work environment free from violence. Family and domestic violence becomes a workplace issue when it impacts on the health, safety and wellbeing of an employee. Challenger believes the workplace plays an important role in responding to family and domestic violence by providing a safe and supportive workplace.

Challenger's response to employees experiencing family and domestic violence is focused on protecting confidentiality, providing appropriate support, and helping prevent further violence.

The experience of violence or abuse in an employee's personal life may affect their attendance or performance at work. Challenger is committed to responding to these issues with sensitivity and understanding.

3. What is family and domestic violence?

The Fair Work Act 2009 defines family and domestic violence as violent, threatening or other abusive behaviour by an employee's close relative that seeks to coerce or control the employee and causes them harm or to be fearful. It may include physical, sexual, emotional or financial abuse.

4. Support for impacted employees

4.1 Requests for change to working arrangements

Under the Fair Work Act 2009 (FW Act), employees experiencing violence from a family member or who are caring for a family member who is experiencing violence have a right to request flexible working arrangements.

Challenger is a strong supporter of flexible work arrangements and will accommodate reasonable requests to change the work practices or arrangements of employees to support safety. These changes may include:

- Flexible work hours – adjusted start / finish times or compressed hours.
- Part-time work – a work pattern less than full-time hours.
- Work location – working from a safer location within the workplace or away from the office.
- Contact details - changes to telephone numbers, email addresses, and having calls screened.
- Ad hoc – other ad hoc arrangements which increase safety and a sense of security for the employee.

4.2 Special leave arrangements

Under the FW Act, if an employee is experiencing family and domestic violence, they are entitled to five days unpaid leave each year.

Challenger will also provide 10 days of special paid leave each year to an employee if they are experiencing family or domestic violence or supporting a family member who is impacted. This could be utilised to attend medical appointments, obtain legal or other advice and to receive counselling.

If an employee requires additional leave, Challenger will allow personal leave to be utilised.

4.3 Employee Assistance Program (EAP)

Challenger's EAP, provided by Assure Programs, provides employees with access to confidential counselling with qualified clinical psychologists. This service also provides for one session of legal advice and one session of financial planning / budgeting advice each year.

Challenger will extend EAP support to employees impacted by family and domestic violence by providing access to unlimited sessions, with the usual session limit waived in these instances.

Assure Programs will be able to provide employees with referral advice to other professionals or external agencies if required.

4.4 Workplace safety plans

To support the safety of an impacted employee, it may be necessary to develop a workplace safety plan. The safety plan would be developed in consultation with the employee and their people leader, HR business partner, or an external expert in this area as appropriate.

4.5 Other support

Challenger will consider additional support for employees on a case by case basis – please speak to your people leader or HR business partner.

5. Disclosure and confidentiality

Employees are encouraged to discuss their situation with their people leader or HR business partner to ensure that all available support is utilised and that appropriate arrangements are made such as arranging leave, making workplace adjustments or preparing a workplace safety plan.

Any information disclosed by an employee will be treated as highly sensitive and Challenger will take all reasonable steps to ensure information is kept confidential and secure.

Disclosure will be on a need to know basis and only to protect the health and safety of the employee. Where possible, disclosure should only occur with the express consent of the employee.

6. Responding to perpetrators of family and domestic violence

Challenger does not condone violent, threatening or other abusive behaviour by an employee that seeks to coerce or control an employee's close relative causing them harm or to be fearful.

If you perpetrate or may perpetrate violence or abuse, you are strongly encouraged to seek help and support. See section 7 for some of the options available to you.

Family and domestic violence is unacceptable in any setting, including the workplace, and does not accord with our Code of Conduct. If you use Challenger resources (including phones, emails, or other electronic devices) or work time to perpetrate violence, you may be subject to disciplinary action. In some instances, such behaviour may also be a criminal offence and/or a breach of a domestic violence protection order and dealt with through the legal system.

7. Other services that are available to help

There are various other government and community services that might be able to support you, depending on your needs.

Provider	Telephone	Website
Employee Assistance Program (Assure Programs) Challenger's partner providing employees and their families with free, confidential counselling with experienced psychologists.	1800 808 374 (telephone) 0439 449 876 (SMS) 24 hours a day, 7 days a week.	www.assureprograms.com.au
Lifeline Crisis support and suicide prevention services	13 11 14 24 hours a day, 7 days a week	www.lifeline.org.au
1800 RESPECT Telephone hotline providing support for those who have experienced, or are at risk of, family and domestic violence and/or sexual assault.	1800 737 732 24 hours a day, 7 days a week	www.1800respect.org.au
Mensline Telephone and online counselling service for men with emotional and relationship concerns, and for men experiencing or using violence.	1300 789 978 24 hours a day, 7 days a week	www.mensline.org.au

8. Related policies

- Bullying Policy
- Code of Conduct
- Conduct Risk and Consequence Management Framework
- Discrimination & Harassment Policy
- Work, Health & Safety Policy

9. Point of contact

The Chief Executive, People, Corporate Affairs & Sustainability is the point of contact in relation to any questions or issues arising from this policy.

10. Review Cycle

This policy will be reviewed every two years or as required if there are material changes to relevant regulations or legislation.