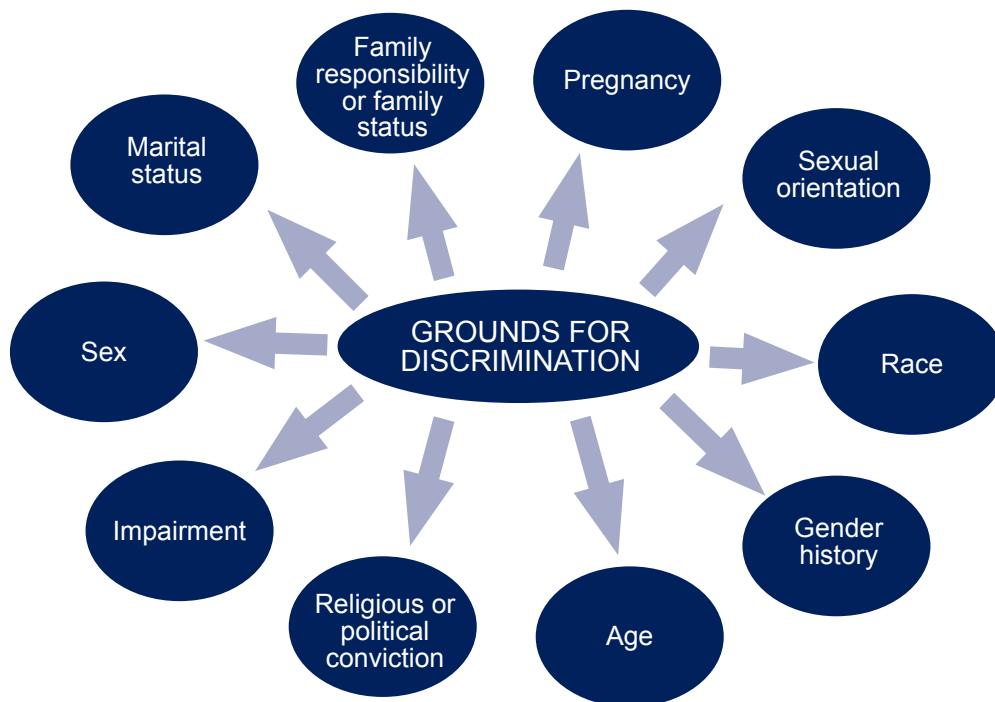


ROLE AND FUNCTION OF THE DIRECTOR

Legislative framework

The Director of Equal Opportunity in Public Employment (DEOPE) is a statutory officer appointed by the Western Australian Governor. The DEOPE is responsible to the Minister for Public Sector Management and performs the functions outlined in Part IX of the *Equal Opportunity Act 1984* (EO Act).

The EO Act recognises and addresses discrimination in the areas of work, accommodation, education, the provision of goods, facilities and services and the activities of clubs on the grounds of the following:



The objects of Part IX of the EO Act are to:

- eliminate and ensure the absence of discrimination in employment in public authorities on all the grounds covered by the Act; and
- promote equal employment opportunity for all persons in public authorities.¹

¹ Public authorities include all public sector bodies (including government trading enterprises, public universities and local governments).

Role of the DEOPE

The role of the DEOPE is to:

- advise and assist public authorities to develop EEO Management Plans;
- evaluate the effectiveness of EEO Management Plans in achieving the objects of the EO Act;
- monitor and report to the Minister on the operation and effectiveness of EEO Management Plans; and
- undertake investigations into matters relating to the development and implementation of EEO Management Plans.

Responsibilities of public authorities

To achieve the objects of Part IX of the EO Act, public authorities are required to prepare and implement an EEO Management Plan as outlined in s.145(1) of the EO Act.

EEO Management Plan preparation and implementation

The provisions for public authorities to develop their EEO Management Plans are set out in s.145(2)(a)-(h) of the EO Act. Effective and compliant EEO Management Plans should encompass the following:

- a.) a process for the development of policies and programs to ensure a harassment-free workplace;
- b.) strategies to communicate the policies and programs referred to in point a.);
- c.) methods for the collection and recording of diversity data, including a current workforce diversity profile;
- d.) processes for the review of personnel practices to identify possible discriminatory practices;
- e.) the inclusion of goals and targets to determine the success of the EEO Management Plan;
- f.) strategies to evaluate the policies and programs referred to in point a.);
- g.) a process to review and amend the EEO Management Plan; and
- h.) the assignment of implementation and monitoring responsibilities.

EEO Management Plan reporting requirements

In accordance with s.147 of the EO Act, public authorities are required to report to the DEOPE annually, in concurrence with the implementation date of their EEO Management Plan.

Regular monitoring and evaluation enables organisations to assess whether strategies are appropriate, achievable and effective in meeting the objectives of Part IX of the EO Act.

The report should specify:

- the activities and programs undertaken to:
 - eliminate and ensure the absence of the grounds for discrimination as outlined in the legislative framework;
 - eliminate and ensure the absence of discrimination in employment against gender reassigned persons on gender history grounds; and
 - promote equal opportunity for all persons;
- the results achieved by the activities and programs referred to above, including redistributive effects in the workforce; and
- the proposed activities and specific aims planned for after expiry of the EEO Management Plan.