

Workforce Welfare & Well - Being Template HR Policies & Practices - Staff Domestic Violence



HUMAN RESOURCES



Developing
Contemporary
Workforce
Policies &
Practices that
Support Staff
Welfare & Well-
Being in Your
Organization

Creating & Maintaining a Working
Environment that is Welcoming,
Accommodating, Supportive and
Caring

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1.0 KEY POLICY

(Insert Company Name) will assist any staff member experiencing violent, threatening, or other forms of abusive behaviour from a close relative to maintain their employment and participation in the workplace wherever possible.

2.0 OPERATING PROCEDURES

2.1 A close relative is defined as an employee's: -

- Spouse of former spouse.
- De facto partner or former de facto partner.
- Child.
- Parent.
- Grandparent.
- Grandchild.
- Sibling.

2.2 Where an employee is subject to domestic violence at home or in the workplace they shall be entitled to: -

- Access their accrued Personal Leave entitlements (in accordance with the stipulated provisions) on an ongoing basis, or where such entitlements are exhausted, to five days unpaid Parental Leave per annum.
- Following consultation with their Department Manager and approval by the Human Resources Manager, an increase in the Company's prevailing Employee Assistance Program entitlement of six paid visits to an accredited counsellor per anniversary year by an additional three paid visits.
- Following consultation with their Department Manager and approval by the Human Resources Manager, the establishment of temporary/alternative working arrangements that ensure the ongoing safety of all parties involved.

2.3 At all times the Company will cooperate with the police/any legal orders that may be issued, as well as instigating those measures considered essential in protecting staff health and safety within the workplace at all times.

2.4 Any disclosure to the Company or request for support made by a staff - member experiencing domestic violence will be dealt with on a confidential basis. All personal information provided in relation to situations of domestic violence will be kept confidential. No information will be placed upon an employee's personnel file without their prior agreement.



Stephen Moore
Founder & Managing Director

Stephen Moore spent the first twenty years of his professional career occupying a diverse range of Employee Relations roles within leading organizations including Trans Australia Airlines, Ford Motor Company & Coles-Myer.

In late 1995 Stephen formed Optimum Performance HR Consultants, where he spent the next two decades primarily designing & delivering people metrics, analytics & planning solutions to a diverse client base located throughout Australia, New Zealand, Asia & South Africa.

After a short stint in the HR software development industry, in early 2018, Stephen established a new consulting practice (MOORE HR), which provides a range of virtual and in-house services that support HR Departments in designing, executing, and sustaining Strategic Workforce Planning & People Analytics programs in their organizations.

Along this long and often unpredictable journey, Stephen has collaborated with the Australian Human Resources Institute, the Human Resources Institute of New Zealand, the Hong Kong Human Resources Institute, the Public Service Commission WA and Latrobe/Deakin University Graduate Schools of Management in designing & delivering a diverse range of public training workshops, conferences, tertiary level distance learning courses, and MBA master-classes to more than 3,000 HR professionals located across nine separate countries.

Stephen also developed and managed his own USA HR Best - Practice Study Tour, where for more than a decade, senior Australian Human Resources executives were provided with the opportunity to benchmark pre-eminent organizations, who amongst others included Harley - Davidson, FedEx, NASA, Cisco Systems, Hewlett-Packard, and Marriott Hotels.

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