

DISABILITY ACTION PLAN 2021–24

The Australian Criminal Intelligence Commission acknowledges the traditional owners and custodians of country throughout Australia and acknowledges their continuing connection to land, sea and community. We pay our respects to the people, the cultures and the elders past, present and emerging.

The Australian Criminal Intelligence Commission (ACIC) is committed to supporting our staff. We seek the best talent and aim to reflect the diversity of the Australian community that we serve.

We deliver comprehensive diversity plans and programs that support the diverse needs, identities and communities of our staff. Our key focus groups include:

- Aboriginal and Torres Strait Islander
- Culturally and linguistically diverse
- LGBTIQ+
- People with disability**
- Gender equality
- Intergenerational

SUPPORTING ACCESSIBILITY AND INCLUSION FOR PEOPLE WITH DISABILITY

We aim to provide a workforce culture that actively welcomes, includes and supports people with disability. We continue to ensure that we support our staff, deliver our services and conduct our business in an equitable way. We are committed to continuing to promote accessibility, develop inclusive policies and support our managers to successfully lead diverse teams in the workplace.

OUR COMMITMENTS

1. Provide a supportive workplace culture.
2. Promote inclusive leadership.
3. Foster respect and awareness for diversity in the workplace.

OUR APPROACH

We support our staff and the diverse needs of our workforce throughout their career at the ACIC.



	OUR ACTIONS	LEAD WORK AREA	DELIVERY
ATTRACT	1. Develop inclusive and accessible marketing for people with disability and advertise using Disability Employment Service providers.	Workforce Planning and Programs Recruitment External Communication	December 2022
	2. Ensure corporate information can be provided in alternative accessible formats.	Communication	June 2022
RECRUIT	3. Provide RecruitAbility on identified APS Jobs positions and continue partnerships with Disability Employment Service providers.	Workforce Planning and Programs Recruitment	December 2021
	4. Develop recruitment resources and training for panel members to ensure processes are inclusive of applicants with disability.	Learning and Leadership Development Recruitment Workforce Planning and Programs	February 2022
	5. Promote and participate in mentoring and/or internship programs such as the PACE Mentoring and the Stepping into Internship through the Australian Network on Disability (AND).	Workforce Planning and Programs Internal Communication	Annually
RETAIN	6. Review processes for staff to share and update their personal information regarding disability status in HR systems. Ensure that processes are clear, easy to understand and privacy considerations are addressed for users.	Workforce Planning and Programs	January 2023
	7. Promote and celebrate days of significance including International Day of People with Disability.	Workforce Planning and Programs Internal Communication	Annually
	8. Identify and promote supported training and career development opportunities for staff with disability.	Learning and Leadership Development Workforce Planning and Programs	September 2022
SUPPORT	9. Centralise information to support managers and staff who may need workplace adjustments. Include decision making maps, guides for respectful discussions and useful contacts for disability specialist assistance (e.g. support for hearing or vision loss).	Workforce Planning and Programs Work Health and Safety	February 2023
	10. Establish a Disability Liaison Officer network aligned with the Australian Public Service Commission to guide managers and support staff with disability to navigate systems and accessibility in the workplace.	Workforce Planning and Programs	September 2022
	11. Establish and promote a Disability Working Group for all staff.	Workforce Planning and Programs	June 2022
	12. Finalise Reasonable Adjustment Policy and supporting resources for implementing and processing requests in a respectful and timely manner. Embed conversations about workplace adjustments into business practices.	Recruitment Work Health and Safety Workforce Planning and Programs Internal Policy	June 2021
	13. Maintain corporate membership with the Australian Network on Disability and invite staff to access resources and opportunities. Build partnerships with the Australian Human Rights Commission.	Workforce Planning and Programs	Annually/Ongoing
SUPPORT	14. Maintain a role for senior executive Disability Champions to promote accessibility, disability awareness and inclusive leadership to all staff.	Diversity and Inclusion Sub Committee (DISC) Workforce Planning and Programs	Ongoing
	15. Develop a Digital Accessibility Guide for users of assistive technology.	Technology Division Communication Intelligence and Corporate Business Hub Workforce Planning and Programs	June 2022
	16. Finalise the Organisational Wellness and Mental Health Strategy to support mental health in the workplace.	People Operations Organisational Psychology Workforce Planning and Programs	December 2021
SUPPORT	17. Host 5 plus 5s—Changing Minds through Storytelling session with staff and senior leaders.	Workforce Planning and Programs DISC	Biennial in 2022 and 2024
	18. Review ACIC external client services for the National Police Checking Service and ensure accessibility for frontline service delivery.	National Police Checking Service Workforce Planning and Programs	September 2022
EDUCATE	19. Develop an internal neurodiversity intranet hub to promote awareness and support staff and managers.	Workforce Planning and Programs Internal Communication	February 2023
	20. Identify and provide disability awareness training for staff. Track and monitor completion by division and report to DISC.	Learning and Leadership Development Workforce Planning and Programs DISC	Annually