



Gendered Violence Risk Assessment Tool: Work Environment



Risk	HSR Action	Relevant Section(s) of the Act
A workplace culture that tolerates or promotes sexist, racist, homophobic, transphobic and other discriminatory attitudes or behaviours.	<p>At the HSC, raise the need to establish a diverse hiring policy with dedicated numbers/positions for the representation of women and LGBTQI people at your workplace.</p> <p>You can also facilitate the representation of diverse people by seeking to ensure that employee representatives include women and LGBTQI people.</p>	<p>Section 21 Section 58(2)(d) Section 72 (3)(b)</p> <p>Section 72(2)</p>
Violent and aggressive behaviour that is supported, accepted and rewarded. For example, workplaces where using tough negotiating techniques and offensive language to get outcomes is rewarded.	At the HSC, develop standards and procedures for language and behaviour at the workplace to ensure the workplace is respectful and without risk to health and safety. Coordinate with management on how these policies and procedures will be developed and communicated to all employees, including members of your DWG, and where relevant, to people outside the organisation	Section 58(2)(d) Section 72(3)(a)(b)
Facilities and equipment that don't meet the needs of staff. For example, inadequate uniform or no appropriate toilet facilities for women or gender-neutral bathrooms for trans-gender people	Remind your employer of their duty under the Act to provide adequate facilities for the welfare of all employees.	Section 21(2)(d)
Offensive material in the workplace. For example, pornography and sexist or homophobic items, including: calendars, magazines, posters clothing and novelty items.	At the HSC, raise the issue of offensive material being used/displayed and condoned at the workplace. Co-ordinate with management on creating new policies and procedures that clearly state what appropriate materials can be used at the workplace, as well as reporting procedures for employees who come across offensive materials. Ensure the employer arranges for all such material to be removed.	Section 21 Section 58(2)(d) Section 72(3)(a)(b)
Workplaces which service alcohol. For example, licenced venues such as pubs and restaurants.	If your workplace has a zero-tolerance policy, check the policy through consultation with your employer to ensure it has clear procedures and guidelines for the employer on how to communicate the no tolerance policy to patrons/clients, as well as handling instances of GV and grievance and support procedures. If your workplace does not have a formal zero tolerance policy, raise the need for the development and implementation of one through the HSC.	Section 35 Regulation 21 (for how HSRs are to be involved in consultation)
Work functions where alcohol is served such as work Christmas parties.	Remind your employer that their duty to provide and maintain a working environment that is safe and without risks to health also extends to work related functions outside of the workplace. This may mean having clear policy/guidelines on the consumption of alcohol at work functions. Also remind of their duty to provide training, instruction and information on the issue for all staff.	Section 21



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Employers have a legal duty under the 2004 Victorian OHS Act to provide all workers with a healthy and safe working environment - and the Act has as a definition on 'health' that includes psychological health. Therefore, ensuring that the workplace is free from GV is part of that employer duty.

In order to stop GV at work, HSRs need to start raising GV as an OHS issue with their employer! HSRs can do this through two ways:

1. Through consultation with your employer (s35 & s36); Or
2. Through the Health and Safety Committee (HSC) (s72(3)). If you don't have one, request the establishment of one (s58 (1)(c)).

Once your employer is aware that GV is a potential OHS risk that can cause serious injury, you can start using your HSR powers to raise these GV risks to your employer and ensure they are complying with their OHS duty to eliminate and control the GV risks and hazards at your workplace. Below is a table of common GV risks at workplaces; what your employer should be doing to minimise or control the risks; how members of your DWG can take action; and what you as an HSR can do to support the actions of your DWG and ensure your employer is controlling or eliminating these GV OHS risks. All of the sections of the Act and regulations referenced in this tool relate to the duty of the employer to provide and maintain for employees a working environment that is safe and without risks to health.

Tip: If your employer is not responding to, or listening to any of the below suggested HSR actions, take the issue/s to your employer for resolution according to agreed issue resolution procedure (s58(2)(d), s73). If there are no agreed procedures at your workplace, then follow the procedures as prescribed in the Regulations (Regulations 22-25). If this doesn't work, issue a PIN to your employer for failure to consult (s60).

(Note: This GV Risk Assessment Tool for HSRs is a modified version of the GV Risk Assessment Tool created by VTHC's We Are Union Women's Team that can be found in their Stop GV Campaign Kit, available at: unionwomen.org.au/stopgvresources)