

1. Object

- 1.1 UNE acknowledges that domestic violence is an industrial issue affecting workers and employers alike.
- 1.2 UNE recognises that domestic violence may affect an employee's attendance at work, work performance and their safety.
- 1.3 UNE is committed to providing support to employees that experience domestic violence and to employees who provide support to victims of domestic violence.

2. Definition

- 2.1 Domestic violence refers to a pattern of coercive tactics which may include physical, psychological, sexual, economic and emotional abuse, perpetrated by one person in order to establish and maintain power and control over another person in a close relationship, or family or domestic situation.
- 2.2 A person experiencing domestic violence may be married or not married; heterosexual, gay, lesbian, bisexual or transgender; living together, separated or dating.
- 2.3 Employees who commit acts of violence, including threats or harassment, on campus or when involved in University related activities, or who use University resources to engage in such acts, will be subject to the University disciplinary procedures for such behaviours.

3. Consultative Committee

- 3.1 The UNE and Unions, through the JCC, will develop guidelines to supplement this clause and which details the appropriate action to be taken in the event that an employee reports domestic violence.
- 3.2 As a minimum these guidelines shall give effect to the following:
 - 3.2.1 Any personal information given in relation to situations of domestic violence shall be kept confidential in accordance with University policy and relevant legislation. No information is to be kept on an employee's personnel file without their express permission.
 - 3.2.2 No employee will be adversely treated or disadvantaged in their employment in the event that their work is affected by experiencing domestic violence.
- 3.3 The Committee will appoint a contact person who will be trained to assist employees experiencing domestic violence. This training would ideally include training in family violence risk assessment and risk management. UNE will advertise the name of the contact throughout the University. It is envisaged that, if the employee requires it, the contact person will act as the liaison between the employee and relevant supervisors and officers for the purposes of confirming the requirement of proof.

4. Leave

4.1 An employee experiencing domestic violence who has provided satisfactory proof in accordance with this clause will have access to paid special leave, sufficient to permit them to deal with the situation, for medical appointments, legal proceedings and other activities related to domestic violence. This leave will be in addition to existing leave entitlements and may be taken as consecutive or single days or as a fraction of a day.

4.2 An employee who supports a person experiencing domestic violence may take carers leave to accompany them to court, to hospital, to mind children or for any other relevant purpose.

4.3 Supporting evidence of treatment for domestic violence may be required by the University and could take the form of a document issued by, but not limited to, the police service, a court, a medical practitioner, a domestic violence support service or lawyer, or a counselling professional.

5. Individual Support

5.1 In order to provide support to an employee experiencing domestic violence and to provide a safe work environment to all employees, the Vice Chancellor will approve any reasonable request from an employee experiencing domestic violence for:

5.1.1 Changes to their span of hours or pattern of hours and/or shift patterns,

5.1.2 Relocation to suitable employment or alternative work location within UNE where a suitable alternative is able to be identified,

5.1.3 Changes to phone numbers or email addresses,

5.1.4 Any other appropriate measure including those available under existing provisions for family friendly and flexible work arrangements. Such alternatives may be agreed on a temporary or permanent basis, on a case by case basis.

5.2 An employee experiencing domestic violence will be referred to the Employee Assistance Program (EAP) and/or other local resources. The EAP shall include professionals trained specifically in domestic violence. An employee that discloses to the contact person that they are experiencing domestic violence will be given a resource pack of information regarding support services.