

**Number of Aboriginal and Torres Strait Islander applicants compared to all other applicants**

	Aboriginal and Torres Strait Islander Applicants	All Other Applicants
FY2019-20	69	2886
FY2020-21	93	3910
FY2021-22	54	2750
FY2022-23	90	4686
FY2023-24*	80	5363

\*Note that FY2023-24 has not yet finished - Data as at 18/06/2024

\*Data shows externally advertised positions

\*Data excludes entry level programs

\*'All other applicants' includes candidates that chose not to provide their Aboriginal and/or Torres Strait Islander status

**Number of Aboriginal and Torres Strait Islander applicants merit pooled compared to all other applicants merit pooled**

	Aboriginal and Torres Strait Islander Applicants Successful to Merit Pool	All Other Applicants Successful to Merit Pool
FY2019-20	11	380
FY2020-21	18	769
FY2021-22	10	608
FY2022-23	19	1090
FY2023-24*	9	860

\*Note that FY2023-24 has not yet finished - Data as at 18/06/2024

\*Data shows externally advertised positions

\*Data excludes entry level programs

\*'All other applicants' includes candidates that chose not to provide their Aboriginal and/or Torres Strait Islander status

**Number of Aboriginal and Torres Strait Islander applicants offered a position per financial year for five years compared to mainstream applicants offered a position**

\*We are unable to report on candidates who have been made an offer of employment with Finance (regardless of whether or not they accept this offer) due to limitations of the recruitment system in recording all offers of employment.

**Number of complaints about bullying, harassment, discrimination, or unfair treatment**

We are unable to provide data on the number of complaints about bullying, harassment, discrimination, or unfair treatment by Aboriginal and Torres Strait Islander employees as we do not report on diversity status as part of our reporting.

**Separation rate of Aboriginal and Torres Strait Islander people compared to all Finance staff per financial year for five years**

	Aboriginal and Torres Strait Islander Separation Rate	All Finance Separation Rate
FY2019-20	20.6%	14.1%
FY2020-21	9.3%	13.3%
FY2021-22	16.9%	21.8%
FY2022-23	29.5%	20.4%
FY2023-24*	17.4%	16.1%

\*Note that FY2023-24 has not yet finished - Data as at 31/05/2024

\*Separation rate uses APSC agency exit rate calculation - Exits (Ongoing) / Average headcount (Ongoing)\*100

\*Separations of staff that transfer to other agencies serviced by the Service Delivery Office are not recorded

\*Separation rates may be underreported in FY2023-24 due to a delay in processing of staff cessations.



Australian Government  
Department of Finance



# Innovate Reconciliation Action Plan

July 2021 – July 2023

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### Acknowledgment of Artwork:

The artwork provided throughout the RAP was completed during National Reconciliation Week 2015. The artwork was coordinated by Finance's 2012 graduate, Aboriginal artist and the first Co-Chair of Finance's Aboriginal and Torres Strait Islander Staff Network, Sarah Richards.

Sarah is of Aboriginal descent from the Wongaibon tribe in the Riverine area of NSW.

She is a self-taught artist who enjoys spending her spare time creating her works.

Sarah's artwork is titled 'Reconciliation', with the use of handprints of current Aboriginal and Torres Strait Islander employees and non-Indigenous employees, including the then Secretary of Finance, Jane Halton. It demonstrates the department's strong commitment to reconciliation and 'Closing the Gap'. We would like to thank Sarah for her contribution to the Finance RAP and allowing Finance to use her artwork.

### Contact us

Enquiries about the licence and any use of this publication can be sent to:

Department of Finance  
One Canberra Avenue  
FORREST ACT 2603  
AUSTRALIA

Email: [corporateengagement@finance.gov.au](mailto:corporateengagement@finance.gov.au)



## Contents

Secretary's message .....	3
Aboriginal and Torres Strait Islander Champion's message .....	4
Our Vision for Reconciliation .....	5
Our Business .....	5
Our Reconciliation Action Plan (RAP) .....	6
1. Part A: RAP Focus Areas .....	6
2. Part B: Action Plan .....	6
Finance RAP Working Group .....	7
RAP Champion .....	7
Part A: RAP Focus Areas .....	8
1 Build our staff network (ATSISN) .....	8
2 Build connections .....	8
3 Celebrate and embed Reconciliation .....	8
4 Respect protocols .....	9
5 Understand and educate about cultures .....	9
6 Celebrate cultures .....	10
7 Progress employment .....	10
8 Procure from businesses .....	11
Part B: Action Plan .....	12
Relationships .....	12
Respect .....	14
Opportunities .....	17
Governance .....	19



## Secretary's message

I am pleased to present the *Department of Finance Innovate Reconciliation Action Plan 2021–2023*.

Finance is proud to be an organisation that welcomes and values Aboriginal and Torres Strait Islander peoples both within our own department and with the businesses and organisations we deal with in the course of our work.

This is our fifth Reconciliation Action Plan and it continues to build on Reconciliation Australia's *Innovate* theme. This is about implementing reconciliation by focusing on developing and strengthening relationships with Aboriginal and Torres Strait Islander peoples, engaging staff and stakeholders in reconciliation, and developing and piloting innovative strategies to empower Aboriginal and Torres Strait peoples. Finance's Reconciliation Action Plan reflects our strong commitment to these goals and sets out the steps we are taking to achieve them.

Looking back at our previous Reconciliation Action Plan we achieved a number of significant outcomes including:

- increasing our ongoing Aboriginal and Torres Strait Islander staff representation from 1.8 per cent (26 employees) as at 31 December 2015 to 3 per cent (41 employees) at 31 December 2020
- engaging our first Indigenous Liaison Officer
- celebrating National Reconciliation Week and NAIDOC week in innovative and engaging ways despite the restrictions imposed by the COVID-19 pandemic
- publishing a cultural protocols document
- exceeding by threefold our procurement targets for engaging Aboriginal and Torres Strait Islander owned enterprises. This amounted to more than \$12 million dollars in the 2019–20 reporting year.

Our 2021–2023 plan is equally ambitious with eight areas of focus over a diverse range of initiatives. These include continuing to support and grow Aboriginal and Torres Strait Islander entrepreneurship and business development, increasing our understanding of Aboriginal and Torres Strait Islander protocols, and continuing to build connections with Aboriginal and Torres Strait Islanders across the APS and community organisations.

New to this Reconciliation Action Plan is the development of a dedicated Aboriginal and Torres Strait Islander employment framework. The innovative framework will consist of a range of opportunities and pathways for recruiting, developing and retaining Aboriginal and Torres Strait Islander employees.

As we continue to strengthen our diverse and inclusive workplace culture, I remain committed to reconciliation and fostering mutually respectful partnerships between Aboriginal and Torres Strait Islander peoples and other Australians. These relationships provide a solid foundation for us to empower change across the Department and the public service and reflect the community we serve.

I endorse the Reconciliation Action Plan 2021–23 and encourage you to support and implement the initiatives to help the Department in achieving reconciliation.

Rosemary Huxtable PSM  
Secretary



## Aboriginal and Torres Strait Islander Champion's message

As the Aboriginal and Torres Strait Islander Champion for the Department of Finance, I am proud of the measures included in our fifth Reconciliation Action Plan. The Plan demonstrates the Department's strong commitment to reconciliation and reflects our journey to learn, grow, and make a difference.

Reconciliation is an ongoing process and all Finance employees have a role to play in helping the Department achieve our goals set out in our plan. As we reflect on our successes of our previous plans, we have paved the way to extend ourselves to make a positive, significant impact on the experiences of our Aboriginal and Torres Strait Islander colleagues and the broader community we serve as public servants. One of the important ways we will do this will be through the focus on the attraction, development and retention of Aboriginal and Torres Strait Islander staff.



As Finance's Aboriginal and Torres Strait Islander Champion, I am excited to continue the work of reconciliation. I encourage you to enhance your cultural understanding and knowledge as we progress our work through the 2021–2023 Reconciliation Action Plan by participating in activities on offer, joining in conversations on reconciliation and implementing change within your own teams.

**Shannon Frazer**  
First Assistant Secretary  
Productivity and Business Improvement





## Our Vision for Reconciliation

Our vision for reconciliation is of a collaborative and respectful Department, which creates opportunities for and builds relationships with Aboriginal and Torres Strait Islander staff, communities and businesses. Finance recognises that the more inclusive of Aboriginal and Torres Strait Islander peoples we are, the more robust and effective our work will be.

Our broader vision is of a future in which reconciliation evolves from being an ongoing process to being fully achieved. We will work to contribute to a more respectful and inclusive community in which Aboriginal and Torres Strait Islander peoples are fully empowered to reach their maximum potential.

## Our Business

Finance is a central agency in the Australian Public Service (APS) and plays a significant role in many areas of government. The Department is committed to advancing public sector reform and leading the public sector in delivering excellence and value in government business. Our culture is enriched by our commitment to a diverse and inclusive workplace.

Finance has four key functions that reflect our purpose statement as set out in the Corporate Plan.

- Budget and Financial Reporting
- Business Enabling Services
- Commercial and Government Services
- Governance and Resource Management

The Department aims to attract, retain and support staff from all groups in our community. We are of the firm belief that to ensure a productive and innovative department, we need to utilise the capabilities, skills and experience of people from diverse backgrounds.

As at 31 December 2020, Finance employs approximately 1,373 ongoing staff including 41 ongoing Aboriginal and Torres Strait Islander staff. The majority of Finance staff are based in Canberra, with a number based in the states and territories.



## Our Reconciliation Action Plan (RAP)

In order to ensure our Reconciliation Action Plan (RAP) is a living and working document, we have structured the RAP in the following way:

### 1. Part A: RAP Focus Areas

Under our RAP we have eight focus areas. These focus areas cover the key elements of reconciliation and group our actions in a strategic manner.

### 2. Part B: Action Plan

In order to help us achieve and track our progress against our eight focus areas, part B is our action plan. This action plan aligns with Reconciliation Australia's template for Innovate RAPs.

Reconciliation is at the core of the Government's Closing the Gap efforts. We are proud to contribute to these efforts by implementing initiatives contained in this Innovate RAP. The responsibility for reconciliation sits with everyone and all staff have a role to play to support this initiative.



Since 2008, Finance has developed a RAP to identify and implement measurable initiatives to achieve reconciliation. Our 2021–2023 RAP has been developed in line with Finance's ongoing commitment to reconciliation, diversity and inclusion and to continue to build a more representative and agile workforce. Our 2021–2023 RAP will build on our achievements in the 2016–2018 Innovate RAP.

Some achievements under our 2016–2018 RAP include the:

- increase of ongoing Aboriginal and Torres Strait Islander representation in our Department from 1.8 per cent (26 people) as at 31 December 2015 to 3.0 per cent (41 people) at 31 December 2020
- engagement of our first Indigenous Liaison Officer at the EL1 level
- successful celebration of National Reconciliation Week and NAIDOC Week including our annual all staff flag raising ceremony, and
- publication of a cultural protocols document.

We have set ourselves the goal of increasing targets in all areas over the next two years. The RAP was developed through collaboration between the Finance Aboriginal and Torres Strait Islander Staff Network (ATSISN), staff at the executive and APS levels participating in the RAP Working Group (RAPWG), the Human Resources Branch, senior executives and Reconciliation Australia.

After consultation with key stakeholders, and based on our experience in the previous RAP, key enhancements in this RAP are:

- a RAPWG will be maintained throughout the life of the RAP and subsequent RAPs. The members must represent the breadth of our business and need to include a mix of classifications
- senior executive buy-in and visibility are essential to achieving reconciliation objectives
- we will keep our senior executives engaged and regularly updated on RAP achievements and challenges, including through attendance by ATSISN members at Senior Leadership Committee meetings at least twice a year
- we will regularly report on our RAP to ensure accountability, and
- we will build cultural awareness in the organisation as an essential foundation for all other actions.

## Finance RAP Working Group

The RAPWG is considered the governing body of the RAP. The RAPWG is ultimately responsible for the development, implementation and reporting phases of a RAP. The RAPWG is comprised of representatives from our Aboriginal and Torres Strait Islander Staff Network, business areas and interested staff. It is chaired by an Aboriginal and/or Torres Strait Islander staff member and a Corporate Services Division representative.

The purpose of the RAPWG is to provide advice to the Aboriginal and Torres Strait Islander Champion and Senior Leadership Committee on the implementation and continuing development of the RAP which demonstrates commitment to:

- build relationships with Aboriginal and Torres Strait Islander peoples
- encourage respect for Aboriginal and Torres Strait Islander peoples
- take opportunities for reconciliation
- track progress against intentions noted in the RAP

The RAPWG will meet four times per year to:

- track and report on progress in implementing the current RAP
- develop a new RAP near the expiry date of the current RAP
- consult with Reconciliation Australia as needed
- contribute to activities described in the RAP.

## RAP Champion

The RAP is championed by the First Assistant Secretary, Aboriginal and Torres Strait Islander Champion.





# Part A: RAP Focus Areas

<b>1 Build our staff network (ATSISN)</b>	
<b>Support and continue to build the Aboriginal and Torres Strait Islander Staff Network as a key mechanism for cultural advice to the Department and support for Aboriginal and Torres Strait Islander staff.</b>	
<b>How to progress</b>	<ul style="list-style-type: none"> <li>• ATSISN to be actively involved in shaping the Department’s Aboriginal and Torres Strait Islander employment and engagement.</li> <li>• ATSISN to provide informal support to Aboriginal and Torres Strait Islander staff.</li> <li>• ATSISN to meet with new staff, including those at entry level.</li> <li>• ATSISN members to include their ATSISN role in their performance agreements.</li> <li>• Explore a Friends of the Network model to increase the engagement and visibility of the Network in the Department.</li> <li>• Provide opportunities for ATSISN members to build relationships with the Finance Executive.</li> <li>• ATSISN to actively engage with other Aboriginal and Torres Strait Islander Networks across the APS.</li> </ul>
<b>2 Build connections</b>	
<b>Continue to build connections across the APS with Aboriginal and Torres Strait Islander peoples and local Aboriginal and Torres Strait Islander community organisations.</b>	
<b>How to progress</b>	<ul style="list-style-type: none"> <li>• Embed the ‘Protocols for working with Aboriginal and/or Torres Strait Islander peoples’ (ACT Aboriginal and Torres Strait Islander Elected Body) in our engagement with Aboriginal and Torres Strait Islander peoples and communities.</li> <li>• Engage in APS-wide Indigenous employment forums, working groups and networks.</li> <li>• With guidance from ATSISN, establish a key relationship or partnership with an Aboriginal and Torres Strait Islander organisation.</li> </ul>
<b>3 Celebrate and embed Reconciliation</b>	
<b>Celebrate Reconciliation throughout the year and embed Reconciliation in our workplace, including during National Reconciliation Week (NRW)</b>	
<b>How to progress</b>	<ul style="list-style-type: none"> <li>• Host at least two Reconciliation roundtables per year outside of NRW.</li> <li>• In conjunction with ATSISN, host at least two events during NRW.</li> <li>• Aboriginal and Torres Strait Islander Champion, Executives and managers to encourage staff to attend NRW events.</li> <li>• Register all NRW events via Reconciliation Australia’s NRW website.</li> <li>• Ensure the RAPWG participate in at least one external event during NRW.</li> <li>• In at least one year, host an interagency NRW event such as an NRW breakfast.</li> <li>• Invite portfolio agencies to attend NRW events.</li> <li>• Develop a RAP communication plan.</li> <li>• Pilot branch led conversations on reconciliation.</li> </ul>

#### 4 Respect protocols

##### Implement innovative activities which focus on increasing an understanding of Aboriginal and Torres Strait Islander protocols.

##### How to progress

- Ensure a Traditional Custodian is invited to perform a Welcome to Country at all significant corporate events.
- Pilot Entry Level Program (ELP) staff participating in cultural educational workshops, with a view to rolling this out more broadly.
- Organise and display Acknowledgment of Country signs in all meeting rooms.
- Update the cultural protocols guide explaining Aboriginal and Torres Strait Islander protocols, definitions and sensitivities.
- Encourage all staff to utilise the signature block acknowledging Aboriginal and Torres Strait Islander peoples and their timeless connection to Australia.
- Develop and distribute Acknowledgement of Country cards to be attached to staff lanyards.
- Encourage SES staff to perform an Acknowledgement of Country before commencing corporate meetings.
- Commission a new Reconciliation Art piece, which all Finance staff are encouraged to contribute to.

#### 5 Understand and educate about cultures

##### Building our cultural capability.

##### How to progress

- Develop and implement a Aboriginal and Torres Strait Islander Cultural Capability Framework.
- Investigate a Train the Trainer Cultural Awareness program.
- Increase the display and awareness of Aboriginal and Torres Strait Islander artworks in all offices.
- Provide a Cultural Advice Service for staff to seek advice on protocols and traditional practices and how to incorporate Aboriginal and Torres Strait Islander cultures in the workplace.
- Roll out the APS CORE program, incorporating yarning circles and guided discussions with the Indigenous Liaison Officer and ATSI members.
- Run face to face cultural awareness sessions at least three times per year.
- Run regular cultural activities, such as tours or visits to cultural institutions.
- Continue participation in cultural immersion programs including the Jawun Program.
- Ensure all managers of entry level Aboriginal and Torres Strait Islander staff have completed cultural awareness training.
- Ensure our Human Resources Branch staff undertake cultural awareness refresher training annually.
- Ensure all recruitment panels who are undertaking Affirmative Measures recruitment complete cultural awareness training.

## 6 Celebrate cultures

**Provide opportunities for all staff to engage with and celebrate Aboriginal and Torres Strait Islander cultures.**

### How to progress

- In consultation with Aboriginal and Torres Strait Islander peoples, hold at least one corporate event to celebrate NAIDOC Week.
- Continue recognising the achievements and contributions of our staff through the Secretary's Awards.
- Ensure the Aboriginal and Torres Strait Islander Champion, Senior Executive and managers encourage all staff to participate in NAIDOC Week events.
- Review HR policies and procedures to ensure staff feel supported to participate in local NAIDOC Week events, as well as broader Aboriginal and Torres Strait Islander cultural requirements.
- Where possible, support co-hosting an inter-agency NAIDOC Week event.
- Promote Finance's leave arrangements for Aboriginal and Torres Strait Islander staff to attend ceremonial and cultural activities ensuring staff are accessing the appropriate leave when attending community NAIDOC Week activities.

## 7 Progress employment

**Maintain and increase our current level of Aboriginal and Torres Strait Islander staff in Finance and ensure Aboriginal and Torres Strait Islander staff are provided career development opportunities.**

### How to progress

- Achieve and maintain an Aboriginal and Torres Strait Islander employee representation rate consistent with the targets set out in the Commonwealth Aboriginal and Torres Strait Islander Workforce Strategy 2020-24.
- Develop the Finance Aboriginal and Torres Strait Islander Employment Framework to encourage internal and external employment opportunities for Aboriginal and Torres Strait Islander staff.
- Pilot an APS 5/6 Indigenous development program.
- Continue to undertake Affirmative Measures SES recruitment.
- Continue to undertake Affirmative Measures recruitment in our Stream and entry level recruitment and share merit pools across the APS.
- Where possible have Aboriginal and Torres Strait Islander representation in recruitment activities and selection panels.
- Continue Finance's participation in APS Indigenous Entry Level Programs and provide new staff with a suitable mentor to assist with transitioning into the APS and support their professional and personal development.
- Continue to participate in broader Indigenous development programs for our Executive Level and SES staff.
- Consult Aboriginal and Torres Strait Islander staff on employment strategies and professional development.
- Maintain our Indigenous Liaison Officer role.
- Ensure managers of Aboriginal and Torres Strait Islander staff encourage and support career planning and development opportunities such as participation in internal and external programs and secondments.
- Provide an annual one-day workshop for all Aboriginal and Torres Strait Islander staff for development, including career planning, resume writing and interviews and skills building.
- Ensure HR and recruitment procedures and policies have no barriers for Aboriginal and Torres Strait Islander staff.
- Develop a diversity marketing package as part of the Finance's attraction and recruitment strategy.

## 8 Procure from businesses

**Make a significant and sustained contribution to supporting Aboriginal and Torres Strait Islander entrepreneurship and business development.**

### How to progress

- Monitor, raise awareness of, and report on the achievements of Finance under the Indigenous Procurement Policy (IPP).
- Utilise the RAPWG to monitor the ongoing application of the IPP Strategy and achievement of IPP targets.
- Develop commercial relationships with Aboriginal and Torres Strait Islander owned businesses.
- Continue Finance's membership with Supply Nation and ensure all staff are familiar with, and encourage the sourcing of goods and services through Supply Nation's Indigenous Business Direct.
- Invite Supply Nation and a local Aboriginal and/or Torres Strait Islander business owner to present at seminars to increase the visibility of Aboriginal and Torres Strait Islander businesses.
- Develop a national and local supplier list of Aboriginal and Torres Strait Islander owned businesses that Finance staff can access on a regular basis and promote opportunities to participate in Supply Nation trade shows.
- Promote current Aboriginal and Torres Strait Islander suppliers through internal communication channels, including through the EA Network.
- Review and update procurement policies and procedures to ensure there are no barriers for procuring goods and services from Aboriginal and Torres Strait Islander businesses.

## Part B: Action Plan

In order to help us achieve and track our progress against our eight focus areas, Part B is our action plan. This action plan aligns with Reconciliation Australia's template for Innovate RAPs – **Relationships, Respect, Opportunities, Governance**.

Relationships			
<p>It is essential to maintain a workforce where a shared purpose leads to improved trust, confidence and productivity. Our Corporate Plan emphasises the need to build collaborative and respectful relationships, and the RAP will contribute to this departmental objective. The plan recognises that our organisational outcomes can be improved if effective and respectful partnerships are established between Aboriginal and Torres Strait Islander people, communities and Finance. These partnerships ensure Aboriginal and Torres Strait Islander people are involved in the planning, development and delivery of our work. This is important because our role in providing evidence-based policy advice to government will be improved by greater sharing of experiences, communication and ongoing engagement both internally and externally.</p>			
Action	Deliverable	Timeline	Responsibility
<b>1. Establish and maintain mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations</b>	Meet with local Aboriginal and Torres Strait Islander stakeholders and organisations to develop guiding principles for future engagement.	July 2021	RAPWG Chair and Indigenous Liaison Officer
	Develop and implement an engagement plan to work with Aboriginal and Torres Strait Islander stakeholders and organisations.	September 2021	Indigenous Liaison Officer and RAPWG Chair
<b>2. Build relationships through celebrating National Reconciliation Week (NRW)</b>	Circulate Reconciliation Australia's NRW resources and reconciliation materials to our staff.	May 2022, 2023	Indigenous Liaison Officer and Aboriginal and Torres Strait Islander Champion
	RAP Working Group members to participate in an external NRW event.	May 2022, 2023	RAPWG Chair
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	May 2022, 2023	Aboriginal and Torres Strait Islander Champion
	Organise at least one NRW event each year.	May 2022, 2023	Director – HR Strategies
	Register all our NRW events on Reconciliation Australia's <a href="#">NRW website</a> .	May 2022 and 2023	Indigenous Liaison Officer

<b>3. Promote reconciliation through our sphere of influence</b>	Communicate our commitment to reconciliation publically.	July 2021	Assistant Secretary – HR Branch Director – Corporate Engagement
	Explore opportunities to positively influence our external stakeholders to drive reconciliation outcomes.	October 2021	RAPWG Chair and Aboriginal and Torres Strait Islander Champion
	Collaborate with Reconciliation Australia and other like-minded organisations to develop ways to advance reconciliation.	October 2021	RAPWG Chair and Aboriginal and Torres Strait Islander Champion
	Host two (or more) Reconciliation roundtables per year outside of National Reconciliation Week.	September 2021, April 2022, September 2022 and April 2023	Indigenous Liaison Officer and Director – HR Strategies
	Develop a RAP communication plan.	July 2021	Director – HR Strategies and Director – Corporate Engagement
	Pilot Branch-led conversations on reconciliation.	Early May 2022 (prior to NRW)	Indigenous Liaison Officer and Assistant Secretary – HR Branch
	Implement strategies to engage our staff in reconciliation, with regular progress reports provided at quarterly network meetings.	October 2021, 2022	Assistant Secretary – HR Branch
<b>4. Promote positive race relations through anti-discrimination strategies</b>	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions, and future needs.	August 2021	Indigenous Liaison Officer and Assistant Director – Workplace Relations
	Develop, implement and communicate an anti-discrimination policy for our organisation.	May 2022	Director – HR Strategies



	Engage with Aboriginal and Torres Strait Islander staff and/or Aboriginal and Torres Strait Islander advisors to consult on our anti-discrimination policy.	May 2022	Indigenous Liaison Officer and Assistant Director – Workplace Relations
	Educate senior leaders on the effects of racism.	May 2022	Indigenous Liaison Officer and Aboriginal and Torres Strait Islander Champion
	Embed the 'Protocols for working with Aboriginal and/or Torres Strait Islander peoples' (ACT Aboriginal and Torres Strait Islander Elected Body) in our engagement with Aboriginal and Torres Strait Islander peoples and communities.	February 2022	RAPWG Chair

## Respect

It is important that respect and a shared cultural understanding are embedded in the professional relationships we build at Finance and in the wider community. We will continually seek to improve our understanding of Aboriginal and Torres Strait Islander cultures, lands and histories, and acknowledge the achievements and custodianship of Aboriginal and Torres Strait Islander peoples. Our business will benefit immensely from a respectful, rewarding and inclusive workplace culture.

Action	Deliverable	Timeline	Responsibility
<b>5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning</b>	Conduct a review of cultural learning needs within our organisation.	February 2022	Indigenous Liaison Officer Assistant Director – Learning and Development
	Consult local Traditional Owners and/or Aboriginal and Torres Strait Islander advisors on the development and implementation of a cultural learning strategy.	April 2022	Indigenous Liaison Officer
	Develop, implement and communicate a cultural learning strategy for our staff.	July 2022	Director – HR Strategies

	Provide opportunities for RAPWG, HR Branch and other key leadership staff to participate in formal and structured cultural learning.	May 2022 and ongoing	Indigenous Liaison Officer and Director – HR Strategies
	Provide a Cultural Advice Service for staff to seek advice on protocols and traditional practices and how to incorporate Aboriginal and Torres Strait Islander cultures in the workplace.	February 2021	Indigenous Liaison Officer
	Roll out the APS CORE program, incorporating yarning circles and guided discussions with the Indigenous Liaison Officer and ATSISN members.	May 2022	Indigenous Liaison Officer and ATSISN Network Chair
	Run face to face cultural awareness sessions three (or more) times per year.	July 2021 February, July and October 2022, February and July 2023	Indigenous Liaison Officer and ATSISN Network Chair
	Run regular cultural activities, such as tours or visits to cultural institutions.	July 2021 February, July and October 2022 February and July 2023	Indigenous Liaison Officer and ATSISN Network Chair
	Continue participation in cultural immersion programs including the Jawun Program, with a review to be conducted at the end of each program.	December 2021, 2022	Director – HR Strategies
<b>6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols</b>	Increase staff's understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	August 2021	Indigenous Liaison Officer and Director – HR Strategies

	Update our cultural protocol document, including protocols for Welcome to Country and Acknowledgement of Country.	July 2021	Indigenous Liaison Officer
	Invite a local Traditional Owner or Custodian to provide a Welcome to Country or other appropriate cultural protocol at significant events each year.	October 2021, 2022	Indigenous Liaison Officer and RAPWG Chair
	Organise and display Acknowledgment of Country signs in all meeting rooms.	July 2021	Director – Facilities and Office Services
	Encourage all staff to utilise the signature block acknowledging Aboriginal and Torres Strait Islander peoples and their timeless connection to Australia.	July 2021	Aboriginal and Torres Strait Islander Champion
	Develop and distribute Acknowledgement of Country cards to be attached to employee lanyards.	July 2021	Indigenous Liaison Officer and Director – Corporate Engagement
	Include an Acknowledgement of Country or other appropriate protocols at the commencement of important meetings	August 2021, 2022	Indigenous Liaison Officer and RAPWG Chair
<b>7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week</b>	RAPWG to participate in an external NAIDOC Week event.	First week in July 2021,2022, 2023	RAPWG Chair
	Review HR policies and procedures to facilitate staff participating in NAIDOC Week.	October 2021	Indigenous Liaison Officer and Assistant Director – Workplace Relations
	Promote and encourage participation in external NAIDOC events to all staff.	First week in July 2021,2022, 2023	Indigenous Liaison Officer and RAPWG Chair

## Opportunities

Finance is committed to attracting, recruiting and retaining people from a diverse range of backgrounds. Through this RAP, we aim to achieve our employment and retention targets with a renewed focus on creating opportunities not only at entry levels, but also at more senior levels. This is important because creating more employment opportunities for Aboriginal and Torres Strait Islander peoples at Finance will ensure Aboriginal and Torres Strait Islander people are represented at junior classifications and are also decision makers. By setting out and clarifying responsibilities in this RAP, we will achieve our procurement targets with Aboriginal and/or Torres Strait Islander businesses.

Action	Deliverable	Timeline	Responsibility
<b>8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development</b>	Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities.	August 2022	Assistant Director – Workforce Planning and Reporting
	Engage with Aboriginal and Torres Strait Islander staff to consult on our recruitment, retention and professional development strategy.	August 2021	Indigenous Liaison Officer and Director – HR Strategies
	Develop and implement an Aboriginal and Torres Strait Islander recruitment, retention and professional development strategy.	August 2021	Indigenous Liaison Officer and Director – HR Strategies
	Advertise job vacancies to effectively reach Aboriginal and Torres Strait Islander stakeholders with an annual review process to be incorporated	July 2021 February, July and October 2022, February, July 2023	Director – Recruitment and Resource Management
	Review HR and recruitment procedures and policies to facilitate Aboriginal and Torres Strait Islander participation in our workplace.	February 2022	Director – Employee Relations

	Increase the percentage of Aboriginal and Torres Strait Islander staff employed in our workforce, with a particular focus on leadership roles.	July 2023	Indigenous Liaison Officer, Assistant Secretary – HR Branch and Aboriginal and Torres Strait Islander Champion
	Continue to run Affirmative measures process in our Stream recruitment processes, SES and entry level recruitment and share merit pools across the APS and ensure Aboriginal and Torres Strait Islander representation in all recruitment activities and selection panels.	September and December 2021, 2022, 2023 March and June, 2022, 2023	Director – Recruitment and Resource Management
	Develop a diversity marketing package as part of the Department's attraction and recruitment strategy.	December 2022	Director – HR Strategies, Director – Recruitment and Resource Management, and Director – Corporate Engagement
	Pilot an APS 5/6 Indigenous development program.	Commence March 2022	Assistant Director - Leadership and Learning
<b>9. Support opportunities to increase the number of Aboriginal and Torres Strait Islander people in entering accounting</b>	Establish partnerships with professional bodies to increase the representation of Aboriginal and Torres Strait accountants.	February 2022	Chief Financial Officer
	Pilot employment programs aimed at Aboriginal and Torres Strait Islander accountants and accountancy students.	July 2023	Director – Recruitment and Resource Management
	As a central agency of the Australian Government, look to share these opportunities with other agencies.	July 2023	Assistant Secretary – HR Branch and Chief Operating Officer/ Deputy Secretary – Business Enabling Services

<b>10. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes</b>	Develop and implement an Aboriginal and Torres Strait Islander procurement strategy.	December 2022	Chief Financial Officer
	Continue Supply Nation membership – review membership and produce progress report.	August 2021, 2022	Chief Financial Officer
	Develop and communicate opportunities for procurement of goods and services from Aboriginal and Torres Strait Islander businesses to staff.	February 2022	Indigenous Liaison Officer and RAPWG Chair
	Review and update procurement practices to facilitate procuring goods and services from Aboriginal and Torres Strait Islander businesses.	June 2022	Chief Financial Officer
	Develop commercial relationships with Aboriginal and/or Torres Strait Islander businesses.	June 2022	Chief Financial Officer

<b>Governance</b>			
<b>Action</b>	<b>Deliverable</b>	<b>Timeline</b>	<b>Responsibility</b>
<b>11. Establish and maintain an effective RAPWG to drive governance of the RAP</b>	Maintain Aboriginal and Torres Strait Islander representation on the RAPWG.	July 2021	RAPWG Chair
	Establish and apply a Terms of Reference for the RAPWG.	July 2021	Indigenous Liaison Officer and Aboriginal and Torres Strait Islander Champion
	Meet at least four times per year to drive and monitor RAP implementation.	Ongoing – July, September, December 2021, 2022 and 2023 March 2022, 2023	RAPWG Chair and Director – HR Strategies



<b>12. Provide appropriate support for effective implementation of RAP commitments</b>	Define resource needs for RAP implementation.	December 2021	RAPWG Chair Director – HR Strategies and Director – CFO Branch
	Engage our senior leaders and other staff in the delivery of RAP commitments, and present findings to Senior Leadership Committee and Executive Board annually	October 2021, 2022	Assistant Secretary – Human Resources and Aboriginal and Torres Strait Islander Champion
	Define and maintain appropriate systems to track, measure and report on RAP commitments.	August 2021	Director – HR Strategies
	Appoint and maintain an internal Aboriginal and Torres Strait Islander Champion from senior management.	July 2021	Executive Board
<b>13. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally</b>	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	September 2021, 2022	Director – HR Strategies
	Report RAP progress to all staff and senior leaders quarterly.	September and December 2021, March, September and December 2022 March and September 2023	Indigenous Liaison Officer, Aboriginal and Torres Strait Islander Champion and Director – Corporate Engagement
	Publically report our RAP achievements, challenges and learnings, annually.	October 2021, 2022 and 2023	Indigenous Liaison Officer and Aboriginal and Torres Strait Islander Champion
	Investigate participating in Reconciliation Australia's biennial Workplace RAP Barometer.	May 2022	Indigenous Liaison Officer and Aboriginal and Torres Strait Islander Champion

<b>14. Continue our reconciliation journey by developing our next RAP</b>	Register via Reconciliation Australia to begin developing our next RAP.	November 2022	Director – HR Strategies
<b>Contact details</b> <b>Position:</b> Indigenous Liaison Officer <b>Email:</b> <a href="mailto:diversityteam@finance.gov.au">diversityteam@finance.gov.au</a>			



Australian Government  
Department of Finance

# Aboriginal and Torres Strait Islander Cultural Protocols Guide



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Department of Finance  
One Canberra Avenue  
FORREST ACT 2603  
AUSTRALIA

Email: [corporateengagement@finance.gov.au](mailto:corporateengagement@finance.gov.au)



## Acknowledgement of Country and Traditional Owners

The Department of Finance acknowledges the traditional owners and custodians of the lands on which we live and work. We extend that acknowledgment to their continuing connection to country, waters and community. We pay our respects to all elders past and present, and extend that respect to all Aboriginal and Torres Strait Islander Peoples.

## Acknowledgement of artwork

'Reconciliation' was a collaborative artwork completed during National Reconciliation Week 2015 by Aboriginal artist and first Co-Chair of Finance's Aboriginal and Torres Strait Islander Staff Network [REDACTED]. The piece used the handprints of current Aboriginal and Torres Strait Islander employees and non-Indigenous employees, including the then Secretary of Finance, Jane Halton. It demonstrates the department's strong commitment to reconciliation and 'Closing the Gap'.

## About the artist

A Ngiyampaa woman born on Gadigal land, [REDACTED] is a practicing artist living on Ngunnawal country. Since 2012, [REDACTED] was awarded ACT NAIDOC Artist of the year [REDACTED]. [REDACTED] used the knowledge from her commerce degree and CPA qualification to turn her passion from a hobby into a small business and created [REDACTED]. To read more about [REDACTED] journey head to the About section on her website [REDACTED].



## Contents

<b>Statement from the Aboriginal and Torres Strait Islander Champion</b>	<b>5</b>
<b>Terminology</b>	<b>6</b>
Other Terminology / Phrasing	6
<b>Aboriginal and Torres Strait Islander Nations</b>	<b>7</b>
A Rich Tradition	7
A Diverse Nation	8
<b>Welcome to Country and Acknowledgement of Country</b>	<b>9</b>
Welcome to Country	9
Acknowledgement of Country	9
Smoking Ceremonies	10
Blessings	11
Organising a Welcome to Country	12
<b>Meaning of the Flags</b>	<b>13</b>
Aboriginal Flag	13
Torres Strait Islander Flag	13
<b>Flag Protocols</b>	<b>14</b>
<b>Sensitivities</b>	<b>15</b>
<b>Respectful Communication and Engagement</b>	<b>16</b>
<b>Useful Contacts and Links</b>	<b>17</b>





## Statement from the Aboriginal and Torres Strait Islander Champion

As the Aboriginal and Torres Strait Islander Champion for the Department of Finance I am proud and excited to share our refreshed Aboriginal and Torres Strait Islander Cultural Protocols Guide. It is intended to provide an awareness of common cultural protocols which should be considered and respected by Finance employees as part of their day to day work and engagement.

This guide does not provide all the answers on Aboriginal and Torres Strait Islander cultural protocols. It cannot possibly encompass the diversity and richness of the hundreds of Aboriginal and Torres Strait Islander communities within Australia and their differences in culture, language and protocols.

Awareness and understanding of our first peoples' cultures contributes to our respectful and inclusive departmental culture and assists Aboriginal and Torres Strait Islander employees and stakeholders to feel welcome and connected. Embedding Aboriginal and Torres Strait Islander culture and protocols into our daily practices is an ongoing process that needs to evolve as our understanding of first peoples' cultures grows. Like with any relationship we need to build trust to enable open conversations and an environment where we can seek assistance when we unsure of what is most culturally appropriate.

I encourage you to have conversations in your work areas about how you can adopt the cultural protocols guide, enhance your cultural understanding and knowledge of the many Aboriginal and Torres Strait Islander cultures and be part of our reconciliation journey.



**Shannon Frazer**

First Assistant Secretary  
Productivity and Business Improvement



## Terminology

The term 'Aboriginal peoples' refers to the original inhabitants of mainland Australia, Tasmania and other islands close to the mainland of Australia. The term 'Torres Strait Islander peoples' refers to the original inhabitants of the Torres Strait Islands, between Cape York Peninsula and the Island of New Guinea.<sup>1</sup> Torres Strait Islander peoples have a linguistic and cultural identity which is significantly different to Aboriginal peoples. It is important to note that the terms 'Aboriginal' and 'Torres Strait Islander' are collective terms for the many cultural groups in their region.

When referring to the two groups together, the preferred term for the Department of Finance (Finance) is 'Aboriginal and Torres Strait Islander people/s'.

The term Indigenous should not be used to collectively refer to Aboriginal and Torres Strait Islander people, except for the following circumstances:

- Where a policy program or business uses Indigenous in its name (i.e. The National Indigenous Australians Agency)
- Where grammatically the use of Aboriginal and Torres Strait Islander or other preferred terms does not fit.

The use of 'and/or' between Aboriginal and Torres Strait Islander should be used when referring to individual people as opposed to a collective group of people. This is because some First Nations people are both Aboriginal and Torres Strait Islander, while others are Torres Strait Islander and not Aboriginal (and vice-a-versa) for example, 'improving Aboriginal and Torres Strait Islander health' versus 'Identification of Aboriginal and/or Torres Strait Islander patients'.

## Other terminology / phrasing

**First Nations / First Australians** Some Aboriginal and/or Torres Strait Islander people prefer the term First Nations / First Australians as part of their identity. Whilst Finance has preferred terminology, it is important to engage with your colleagues and other staff on how they identify to ensure a welcoming, respectful and inclusive workplace. These terms are used to emphasise that Aboriginal and Torres Strait Islander peoples lived on this continent prior to European arrival.

**Capitalisation** Terms Aboriginal and Torres Strait Islander, Indigenous and First Nations should always be capitalised as they are proper nouns. Not doing this can be regarded as a way of negating identity and nationality.

**Acronyms** The acronym 'ATSI' should be avoided at all times, both in the written and spoken form, except for when the acronym appears as part of a larger acronym, for example, AIATSIS – The Australian Institute of Aboriginal and Torres Strait Islander Studies.

**Terms to avoid** Asking what percentage of Aboriginal or Torres Strait Islander someone is or using terms such as 'half caste', 'full-blood', 'part Aboriginal', or 'native' is considered offensive and should be avoided in all contexts.

<sup>1</sup> The island of New Guinea is comprised of Papua New Guinea and West Papua.



# Aboriginal and Torres Strait Islander Nations

## A rich tradition

Over many centuries, Aboriginal and Torres Strait Islander people have developed a rich tradition which is expressed through the following:

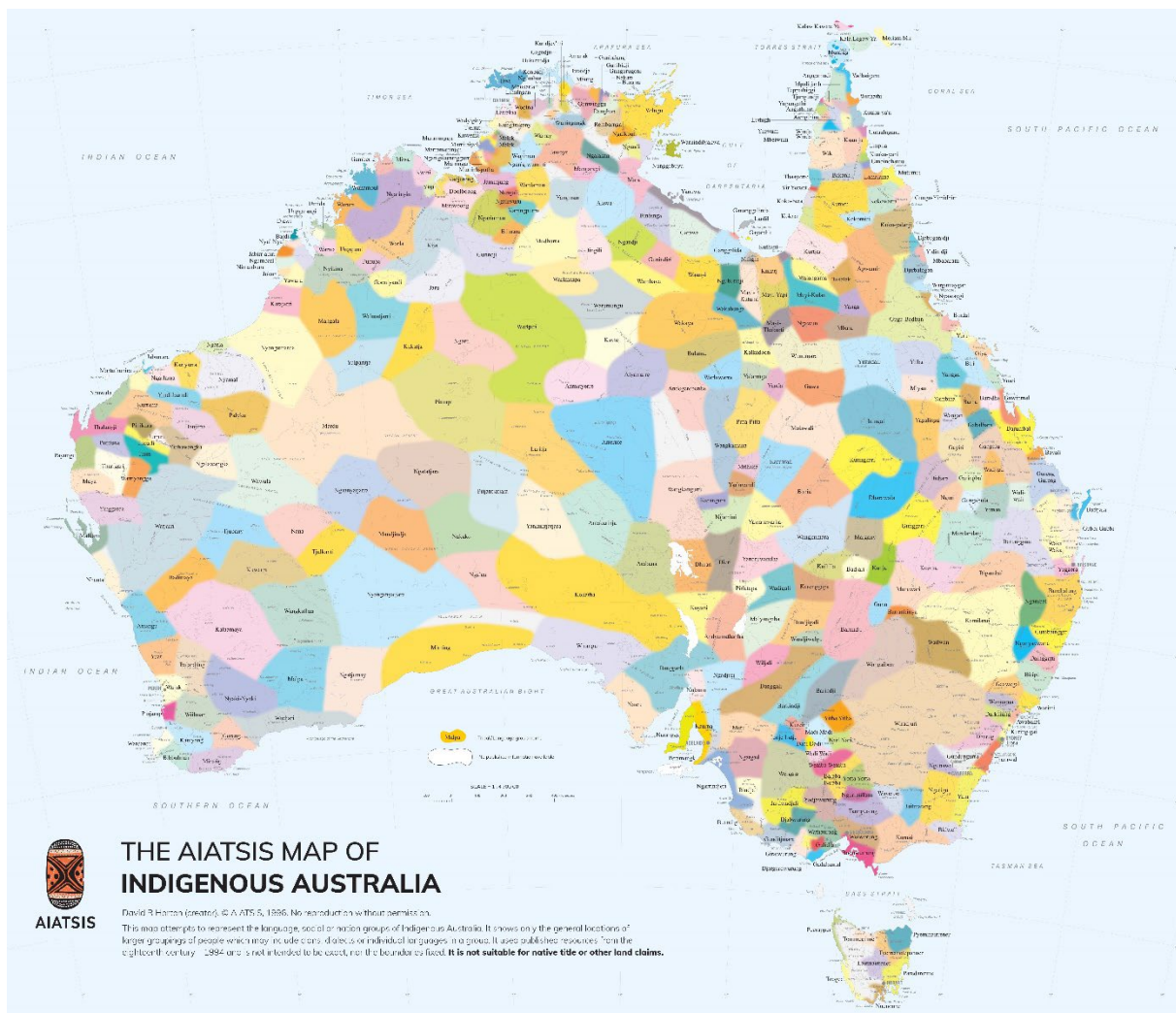
- Dreaming, of past, present and future.
- Ceremony, such as corroborees.
- Ritual, which is often secret and sacred.
- Artwork and designs, with deep meaning.
- Dance, song and storytelling.
- Community gatherings.
- Totems, identifying with specific life forms.
- Sacred sites, often with restricted access.



## A diverse nation

While there is some commonality across many Aboriginal and Torres Strait Islander communities, each community has its own unique identity and history. These cultural differences are respected between Indigenous communities and should also be respected by all Australians, as they form part of our nation's identity. Aboriginal and/or Torres Strait Islander people may identify themselves by their Country, Island, Island group or by commonly used terms such as 'Koori' for those from NSW and 'Murri' for Queensland.

A useful tool for appreciating the diversity of Aboriginal and Torres Strait Islander people is the map of Indigenous Australia that is produced by the Australian Institute of Aboriginal and Torres Strait Islander Studies (AIATSIS).



This map attempts to represent the language, social or nation groups of Aboriginal Australia. It shows only the general locations of larger groupings of people which may include clans, dialects or individual languages in a group. It used published resources from the eighteenth century-1994 and is not intended to be exact, nor the boundaries fixed. It is not suitable for native title or other land claims. David R Horton (creator), © AIATSIS, 1996. No reproduction without permission. To purchase a print version visit: [shop.aiatsis.gov.au](http://shop.aiatsis.gov.au)



## Welcome to Country and Acknowledgement of Country

Protocols for welcoming visitors to Country have been part of Aboriginal and Torres Strait Islander cultures for thousands of years. Crossing into another group's Country required a request for permission to enter. When permission was granted the hosting group would welcome the visitors, offering them safe passage. Whilst on Country, the visitors had to respect the protocols and rules of the land they were on.

The protocol for delivering and receiving a Welcome to Country has been adapted over the years to contemporary circumstances, but the essential elements of welcoming visitors and offering them safe passage has remained.

### Welcome to Country

A Welcome to Country is strictly conducted by an Elder of the traditional lands on which you are meeting, or by a traditional custodian who has been given permission from their Elders.

There are many ways in which a Welcome to Country can be conducted including a speech, a performance (song, dance, didgeridoo etc.), a smoking or cleansing ceremony – or a combination of these.

### Acknowledgement of Country

An Acknowledgement of Country can be given by anyone. Even when a Welcome to Country is given, you are encouraged to show respect for the traditional custodians by offering an Acknowledgement of Country.

Finance has endorsed the following as recommended wording for an Acknowledgement of Country:

***“I would like to acknowledge the traditional owners and custodians of the land in which we live and work. I extend that acknowledgement to their continuing connection to country, waters and community. I pay my respects to elders past and present, and extend that respect to all Aboriginal and Torres Strait Islander peoples”.***

Whilst it is recommended that this script is followed, you are encouraged to make the acknowledgement their own if comfortable.





Where multiple people have given a Welcome to Country or Acknowledgment of Country prior to yourself speaking at an event, it is encouraged that you use judgement as to whether an Acknowledgment of Country by you is appropriate at the event.

For assistance in personalising your Acknowledgement of Country, especially when providing these on regular occasions such as Branch and Division meetings please reach out to the [Indigenous Liaison Officer](#) to discuss.

## Smoking Ceremonies

A smoking ceremony is an ancient custom undertaken by an Aboriginal person with specialised cultural knowledge of this practice. The smoke is produced by the smouldering of native plants with cleansing properties which have the ability to ward off negative spirits. You should consider a smoking ceremony for public program/policy launches, Aboriginal and Torres Strait Islander days of significance and large induction programs. If you are considering a smoking ceremony please get in touch with the [Indigenous Liaison Officer](#) to discuss. Please note that Facilities will need to be involved in any smoking ceremony conducted at Finance.

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## Blessings

In Torres Strait Islander culture Blessings take place at the commencement of a significant cultural or community event. It may also take place before a feasting to bless the proceedings and food. Blessings are carried out by a senior community member and can either be a prayer or the singing of a traditional language hymn.

The below table has been designed to assist you in determining when a Welcome to Country or Acknowledgement of Country should be conducted. If you would like to discuss whether a Welcome to Country would be suitable for your event please contact the [Indigenous Liaison Officer](#).

Situation	Welcome to Country	Acknowledgement of Country	Notes
Finance-led interdepartmental meetings or Finance-led meetings with external stakeholders	Optional	Yes	Welcome to Country to be considered for events of significance.
Finance staff as a guest speaker at a non-Finance event	No	Yes	
Induction programs and graduations	Optional	Yes	For Aboriginal and Torres Strait Islander Induction Programs, a Welcome to Country should be considered
Reconciliation Week and NAIDOC Week	Yes	Yes	The opening of Reconciliation Week and NAIDOC Week at Finance should include a Welcome to Country
Finance internal events (all-staff or events by business groups)	Optional	Yes	
Internal training	No	Yes	
Divisional and branch meetings	No	Yes	
Program launch	Optional	Yes	
Interviews for APS positions	No	Yes	



## Organising a Welcome to Country

Elders, Traditional Custodians or other Indigenous community leaders may quote a nominal fee to cover costs for ceremonial service. A Welcome to Country ceremony that includes traditional dance and smoking ceremonies will typically involve a more substantial payment but this should be negotiated with the relevant community group or organisation and factored into business unit expenditure. In addition to the fee for service, other support for those involved in the ceremony could include:

- The provision of travel to/from the event
- The provision of healthy refreshments during rehearsal, the event and any post-event activities,

**To organise a Welcome to Country either in the Canberra Region or across the nation please contact the [Indigenous Liaison Office](#) for a discussion and contract details.**

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## Meaning of the flags

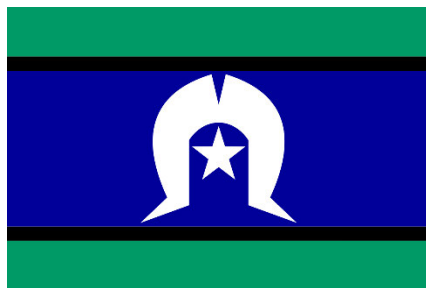
### Aboriginal flag



The meaning of the Aboriginal flag is:

- The black represents the Aboriginal people
- The yellow circle represents the Sun – the giver of life
- The red represents the red dust of the land.

### Torres Strait Islander flag



The meaning of the Torres Strait Islander flag is:

- The green represents the land
- The black represents the Torres Strait Islander people
- The blue represents the sea
- The white five pointed star symbolises peace, the five major island groups and the navigational importance of the stars to the seafaring of the Torres Strait.

The flag also features a Dhari (headdress) which is a prominent symbol of the Torres Strait Islander people.



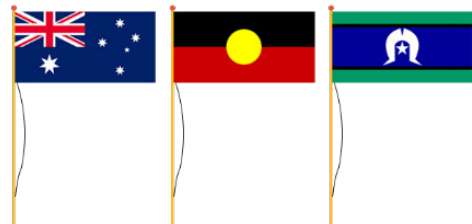
## Flag protocols

The Australian National flag, the Aboriginal flag and the Torres Strait Islander flag must be displayed in the correct way. Where possible, all flags should be the same size and flow or displayed at the same height.



### Flown on flagpoles

The Australian National flag should fly on the left hand pole and is followed by the Aboriginal flag and the Torres Strait Islander flag to the right. The Australian National flag should be raised first and lowered last, unless all other flags are raised and lowered simultaneously.



### On the wall

If the flags are displayed flat against a wall, the Union Jack on the Australian National Flag must be in the upper left corner (as viewed by an audience facing the flags). Even when the flag is displayed vertically this rule is followed – to an observer the flag will appear to be back to front. The reason for this is that the Union Jack must be in the position of honour in the upper left hand corner.



### On a floor mount

If the flags are displayed in a floor mount the order of precedence remains the same as flagpoles. However, if any of the poles are higher, even slightly, the Australian flag must be placed on this flagpole.



## Sensitivities

You are reminded that certain events and circumstances may be sensitive to Aboriginal and Torres Strait Islander people. Examples may include:

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### Aboriginal and Torres Strait Islander regions

Within Australia, there are over 250 regions with their own language and culture. It should not be presumed that the protocols in one region are the same in other nations. If you are unsure of the protocols used by specific local Aboriginal and Torres Strait Islander regions, you should seek advice from representatives of that region. The [Indigenous Liaison Officer](#) may be able to assist in connecting you to local community members.

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### 26 January

This date holds different meanings for Aboriginal and Torres Strait Islander people. It is often acknowledged as 'Survival Day' in honour of the resilience of Aboriginal and Torres Strait Islander culture in Australia. Many Aboriginal and Torres Strait Islander people have deeply personal emotions about the date due to the changes and challenges that have affected their culture and way of life since European arrival in Australia. Australia Day and Invasion Day are also terms used by the community to mark this day.

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### Appropriation of culture

Aboriginal and Torres Strait Islander culture is highly valued and should be respected at all times. Aboriginal and Torres Strait Islander art, dance and music should be sourced directly from Aboriginal and Torres Strait Islander providers and the local communities.

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### Sorry Business

Sorry Business refers to cultural practices and protocols associated with a person's death. It often involves responsibilities and participation in cultural events, activities or ceremonies that can expand over several years. The extent of Sorry Business can be dictated by a person's status within the community. In many communities, there is an expectation that funerals involve the whole community and not just the immediate family.

---

### Deceased persons

In many Aboriginal and Torres Strait Islander communities it is inappropriate to mention the name or use an image of a deceased person during the mourning period, unless agreed to by the relevant family. It is believed that saying a deceased person's name, or viewing images of them, would recall or disturb their spirit.



## Respectful communication and engagement

Engaging and communicating with Aboriginal and Torres Strait Islander people and communities is an important part of the work we do at Finance. The following are important notes to consider prior to your engagement.

**Eye avoidance:** Some Aboriginal and/or Torres Strait Islander people are taught not to hold strong eye contact in conversation. This can be difficult for non-Indigenous people to understand and can be interpreted as rudeness, disinterest or a lack of confidence.

**Avoidance relationships:** Avoidance relationships between certain family or community members are a mark of respect. In practice, this may result in two people unable to speak or engage with each other during a meeting or consultation. If you become aware of an avoidance relationship before or during your engagement, speak to the Elder or community leader, on how best to navigate the situation.

**Use of images:** Where images of Aboriginal and/or Torres Strait Islander people are used within a document or video produced by Finance, a cultural warning should be used. This is to ensure that if anyone has passed in the images it does not cause offence to the families of the deceased. The notice may look like the following:

**Aboriginal and Torres Strait Islander people are advised that this presentation / document / video may contain images of deceased persons.**

Where images or videos are taken by Finance, written consent must be obtained to use the images. This consent should outline the specific nature in which the images will be used.

**Artwork:** When procuring Aboriginal and Torres Strait Islander art, Finance should ensure the following are taken into consideration and used:

- Artwork is sourced directly through the artist and not through a third party.
- A contractual arrangement for costings is in place.
- A copyright agreement for the use of artwork is in place (this may include the use of the artwork in departmental publications).
- A variety of Aboriginal and Torres Strait Islander artwork is considered – Finance should look to procure a range of art from across different nations to show the diversity of cultures.



## Useful contacts and links

Department of Finance Indigenous Liaison Officer  
s22 [finance.gov.au](https://www.finance.gov.au)

[Reconciliation Action Plan 2021-2023](#)

[Indigenous Procurement Policy](#)

[Aboriginal and Torres Strait Islander Staff Network](#)

[Flag protocols](#)

[Supply Nation \(Indigenous Business Directory\)](#)

[Procuring a Welcome to Country in ACT:](#)

[Resources and information on Aboriginal and Torres Strait Islander initiatives and programs](#)

[Reconciliation Australia](#)

[NAIDOC](#)

[Australian Institute of Aboriginal and Torres Strait Islander Studies \(AIATSIS\)](#)

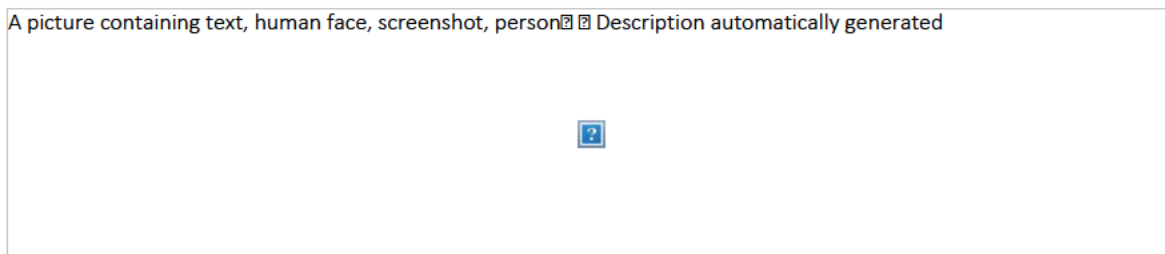
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**From:** [Executive Connect](#)  
**To:** [Finance - All Staff](#)  
**Cc:** [Executive Connect](#)  
**Subject:** Executive Message: NAIDOC Week [SEC=OFFICIAL]  
**Date:** Thursday, 29 June 2023 11:42:17 AM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[NAIDOC Week Opening Week Event.ics](#)

**OFFICIAL**



Colleagues

Sunday, 2 July marks the start of [NAIDOC Week 2023](#). The week is an opportunity to celebrate and learn about Aboriginal and Torres Strait Islander cultures – the oldest continuous living cultures on Earth.

This year’s theme is **For Our Elders**. Over the week, we will celebrate the significant contributions made by Aboriginal and Torres Strait Islander Elders and the important role they have played – and continue to play – in their communities and families.

Elders are the cultural knowledge holders and provide guidance and advocacy to the generations that follow them. They pave the way for the next generation of Aboriginal and Torres Strait Islander people. (Click on the picture at left to find out more about this year’s poster and the artist.)

To celebrate the rich diversity of our First Nations people, please join in these NAIDOC Week events at Finance:

<p><b>Monday 3 July to Friday 7 July</b>  <b>Poster Exhibition</b>                  See a collection of past NAIDOC Week posters in the OCA atrium</p> <p><a href="#">Virtual Art Gallery</a>                  Visit a virtual display of the department’s collection of Aboriginal and Torres Strait Islander artwork</p>	<p><b>Monday 3 July</b>  <b>Opening Event</b>                  Welcome to Country and Torres Strait Islander dance performance  <i>An Outlook invitation is attached – add it to your calendar now to avoid missing out!</i></p>	<p><b>Tuesday 4 July</b>  <b>Elders Yarning Circle</b>                  A yarning circle with Torres Strait Islander Elder <b>s22</b>  <a href="#">Register</a></p> <p><b>Art Workshop</b>                  Art workshop with Finance employee <b>s22</b>  <a href="#">Register</a></p>
<p><b>Wednesday 5 July</b>  <b>Film Screening</b>                  Screening of the 2012 movie <i>The Sapphires</i> in Galambany  <a href="#">Register</a></p> <p><b>APS NAIDOC Touch Football Competition</b>                  Our Aboriginal and Torres Strait Islander staff will compete against other APS agencies in this annual event</p>	<p><b>Thursday 6 July</b>  <b>Weaving Workshop</b>                  Create a small weaving using traditional practices  <a href="#">Register</a></p> <p><b>Culture and History Presentation</b>                  Presentation on Torres Strait Islander culture and history by <b>s22</b> live from Thursday Island  <a href="#">Register</a></p>	

I am looking forward to seeing you all at some of these interesting activities we have planned to celebrate Aboriginal and Torres Strait Islander cultures.

If you have any questions, please send an email to [Culture and Diversity](#).

Shannon Frazer

Aboriginal and Torres Strait Islander Champion

**Classification: OFFICIAL**

**Classified by: executiveconnect@finance.gov.au on: 29/06/2023 11:17:14 AM**

# Aboriginal and Torres Strait Islander Recruitment, Professional Development and Retention Strategy

## Message from the Aboriginal and Torres Strait Islander Champion



At the Department of Finance (Finance), we have a strong commitment to a workplace culture that remains diverse, inclusive and safe for staff. We strive to cultivate and foster an environment where our staff feel culturally and professionally supported to bring their whole self to work, whilst delivering on government priorities.

Finance's Innovate Reconciliation Action Plan (RAP) 2021-2023 guides our commitment to reconciliation by outlining key actions to be undertaken to support Aboriginal and Torres Strait Islander staff and stakeholders. The Aboriginal and Torres Strait Islander Recruitment, Professional Development and Retention Strategy is one of the fundamental pieces of work from our RAP. It highlights our approach to attracting, developing and retaining First Nation's talent and acknowledges the unique and important perspectives they bring to our work. The Strategy will play a pivotable role in attracting new talent, strengthening our workplace culture and supporting our Aboriginal and Torres Strait Islander staff with the tools and resources to plan their career.

The success of this strategy will have a lasting and wide-ranging positive impact as we continue to share our culture, histories and achievements with our communities and work together. I am pleased to introduce Finance's first Aboriginal and Torres Strait Islander Recruitment, Professional Development and Retention Strategy. I ask you to embrace the Strategy and its outcomes and explore how you can impact change within your area of influence.

Shannon Frazer

Aboriginal and Torres Strait Islander Champion



## Introduction

Finance is committed to providing Aboriginal and Torres Strait Islander staff a culturally safe and supportive environment with opportunities to establish and develop their professional skills and careers. Our Reconciliation Action Plan outlines this commitment through the development of a recruitment, professional development and retention strategy.

We recognise that one of the most important reconciliation actions is to close the gap between Aboriginal and Torres Strait Islander and non-Indigenous people in Australia. Employment and career opportunities are ways in which we can be stewards and contribute to the efforts to close the gap. We recognise the importance of a workforce that represents the diversity of the communities in which we live and the contribution of Aboriginal and Torres Strait Islander staff to the delivery of government priorities. This strategy sets out how we will go about encouraging, increasing, and fostering the employment, professional development, and workplace participation of Aboriginal and Torres Strait Islander people.

The strategy will support and foster the attraction, recruitment, retention and professional development of our Aboriginal and Torres Strait Islander staff and the broader community. The strategy will work alongside the Commonwealth Aboriginal and Torres Strait Islander Workforce Strategy 2020-24 and Priority Reform 3 of the National Agreement on Closing the Gap. Specifically, Finance is seeking to achieve the following outcomes:

- Meaningful employment opportunities at all classifications, including executive and senior executive levels.
- Access to professional and personal development opportunities that support and enhance professional development and career pathways.
- Finance is considered an 'employer of choice' where Aboriginal and Torres Strait Islander staff feel supported, valued and want to remain at Finance to progress their career.
- Finance is an inclusive and supportive workplace where Aboriginal and Torres Strait Islander staff are valued for the unique capability and culture they bring to the workplace.

A collaborative approach will be applied to the implementation of the strategy. Our next Innovate Reconciliation Action Plan will support the implementation by outlining key, practical actions against Finance's workforce planning pillars; Bring, Build, Balance and Bind. Aboriginal and Torres Strait Islander staff, managers, senior leaders and Human Resources Branch will work in partnership to prioritise and implement these actions and measure their success through open, ongoing feedback.



# Our Objectives

- Promote Finance to Aboriginal and Torres Strait Islander people and communities as an 'employer of choice'.
- Our recruitment practices are culturally safe, informative and inclusive.
- Offer a range of entry level points for Aboriginal and Torres Strait Islander candidates into Finance.
- Provide professional pathways into Finance.
- Affirmative measure recruitment processes are highlighted and utilised across employment types and job families.

- Offer culturally safe learning programs to support Aboriginal and Torres Strait Islander staff in their career progression.
- Provide tailored professional and personal development opportunities to enhance the capability and confidence of our Aboriginal and Torres Strait Islander staff.
- Empower Aboriginal and Torres Strait Islander staff to manage their career plans.
- Aboriginal and Torres Strait Islander staff have opportunities to engage with the Senior Executive Service through meaningful exchanges and professional networks.

- Increase opportunities for Aboriginal and Torres Strait Islander staff to access mobility opportunities to enhance their skills.
- Aboriginal and Torres Strait Islander staff have access to culturally safe health and wellbeing support and programs.
- Scope opportunities to support Aboriginal and Torres Strait Islander staff to have a connection to country.
- Empower Aboriginal and Torres Strait Islander voices in the workplace.
- Managers support staff to participate in cultural practices in line with Enterprise Agreement provisions.

- Aboriginal and Torres Strait Islander cultures and practices are visible within our premises.
- Embed and practice meaningful cultural safety.
- Managers and teams are aware and understand the importance of Aboriginal and Torres Strait Islander cultures and practices.
- Managers effectively supervise and support Aboriginal and Torres Strait Islander staff.
- Acknowledge days of significance and create meaningful ways to share knowledge and educate staff on Aboriginal and Torres Strait Islander cultures

**BRING**



We offer culturally safe employment pathways for Aboriginal and Torres Strait Islander people to join Finance.

**BUILD**



We provide our Aboriginal and Torres Strait Islander staff opportunities to build their capability and confidence.

**BALANCE**



Our Aboriginal and Torres Strait Islander staff have access to flexible and culturally appropriate ways of working.

**BIND**



We foster a supportive, safe and inclusive working environment for our Aboriginal and Torres Strait Islander staff.



### Our senior leaders will:

- stewards of a positive and inclusive workplace culture.
- model inclusive leadership and promote a culturally safe workplace.
- empower and encourage all staff to contribute to a culturally safe and inclusive workplace.



### Our Aboriginal and Torres Strait Islander staff will...

- actively participate in career and development opportunities
- engage in performance and career conversations to identify areas of strength, development and opportunities.
- provide feedback and contribute to the development of programs and activities to support Aboriginal and Torres Strait Islander staff.

### Our managers will:

- commit to building team's cultural capability by providing opportunities for staff to participate in cultural learning.
- listen and learn from Aboriginal and Torres Strait Islander voices and perspectives.
- create an environment of respect, trust and safety for Aboriginal and Torres Strait Islander staff.
- nurture and support professional development and career opportunities for Aboriginal and Torres Strait Islander staff

### Our Human Resources Branch will...

- enable and support staff to build an inclusive and culturally safe workplace.
- facilitate the development and implementation of the strategy in partnerships with Finance's Aboriginal and Torres Strait Islander SES Champion and Network.
- measure, monitor and report on progress of the strategy and its implementation.

## Roles and responsibilities

### Our staff will:

- speak up and call out inappropriate behaviour to support a respectful, safe and inclusive workplace.
- commit to increasing cultural capability through engaging meaningfully in relevant training, events and experiences.

**From:** [Executive Connect](#)  
**To:** [Finance - All Staff](#)  
**Cc:** [Executive Connect](#)  
**Subject:** Executive Message: International Day of the World's Indigenous People [SEC=OFFICIAL]  
**Date:** Wednesday, 9 August 2023 11:00:22 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.jpg](#)

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OFFICIAL

A close up of a sign? ? Description automatically generated



Colleagues

Today is the International Day of the World's Indigenous People, when we celebrate the world's estimated 476 million [Indigenous peoples](#) who speak about 7,000 languages and represent 5,000 different cultures across 90 countries.

August 9 is an annual reminder for all of us to learn about the world's Indigenous peoples and to ensure their voices are heard, their rights respected, and their wellbeing is improved. It provides us with an opportunity to reflect on the valuable role Indigenous people continue to play in maintaining and protecting the environment through their traditional knowledge and understanding of their ecosystems. *(Photo source: United Nations)*

This year's theme, *Indigenous Youth as Agents of Change for Self-determination*, focuses on 3 areas:

- **Climate Action and the Green Transition** – By learning from family, nature, elders and community, Indigenous youth form an intimate relationship with the land and biodiversity. They offer unique perspectives when it comes to policies such as fuelling a greener future.
- **Mobilising for Justice** – Discrimination continues to impact the lives of Indigenous youth globally, eroding their sense of cultural identity. The new generation of Indigenous advocates builds solidarity with other youth to raise awareness of Indigenous peoples' issues, both at home and abroad.
- **Intergenerational connections** – Youth represent continuity on the path walked by their ancestors. Having intergenerational dialogue is vital in maintaining connection to land, language and culture. Strengthening this dialogue with non-Indigenous people helps to cultivate positive relationships for generations to come.

You can find more information about the International Day of the World's Indigenous People on the [United Nations website](#).

-

Would you like to continue the conversation about the World's Indigenous People? Join the [Aboriginal and Torres Strait Islander Staff Network](#) or the [Culturally and Linguistically Diverse Network](#) and consider becoming an Ally!

-

Shannon Frazer – Aboriginal and Torres Strait Islander Champion, and  
Marc Vickers – Culturally and Linguistically Diverse Champion

**Classification:** OFFICIAL

**Classified by:** executiveconnect@finance.gov.au on: 9/08/2023 9:59:21 AM

# RAP Working Group dashboard

## Report August 2023

### Achievements 1 May to 31 July 2023

Relationships	s47E
Respect	<ul style="list-style-type: none"> <li>Continued to offer Cultural Appreciation [38], Ngunawal Language [7], eLearning Cultural Awareness [60], and CORE [4]</li> <li>National Reconciliation Week celebrations – 27 May to 3 June</li> <li>Engaged with local childcare centre for a joint NRW Event - StoryTime</li> <li>NAIDOC Week celebrations – 2 to 9 July</li> <li>Plate Division Champions for 2023 NAIDOC Week Touch Football</li> <li>Future Made in Australia Branch participated in the Yeribee Tour</li> <li>ILO continued to deliver presentations on cultural protocols</li> <li>2023 Trivia Night included a Welcome to Country</li> <li>RAP Working Group participated in Weaving workshop</li> </ul>
Opportunities	<ul style="list-style-type: none"> <li>2 employees participating in Jawun Secondment in Round s22</li> <li>Aboriginal staff member created a permanent art piece for the Department</li> <li>Aboriginal and Torres Strait Islander Procurement Strategy released</li> <li>Aboriginal and Torres Strait Islander Recruitment, Professional Development and Retention Strategy released</li> <li>One employee endorsed for Pat Turner Scholarship and through to interview with Sir Roland Wilson Foundation</li> </ul>
Governance	<ul style="list-style-type: none"> <li>Updated Cultural Protocols Guide</li> <li>Updated Acknowledgement of Country Signs</li> <li>RAP quarterly update by Champion published in June 2023</li> </ul> <p>Legend = non-RAP Items</p>

### Forward looking Current August 2023 to October 2023

- Scope an APS 5/6 Indigenous development program
- Develop Finance's Cultural Learning Strategy
- Review Recruitment Procedures and Policies
- Engage our senior leaders and other staff in the delivery of RAP commitments, and present People and Culture Committee and Executive Board
- Register via Reconciliation Australia to begin developing our next RAP.
- Scope our Anti-Discrimination Policy
- Graduate Major Project – Diversity Recruitment Marketing Package

### November 2023 to January 2024

- Publicly report our RAP achievements in our annual Finance Annual Report
- Analysis of our 2023 APS Employee Census results through a diversity/culture lens and communicate to Networks.
- Provide Quarterly RAP Update to all staff at Finance
- Continue to run regular cultural activities such as tours or visits to cultural institutions
- Commence development of our next RAP in consultation with key stakeholders

1

### HR Workforce Data as at 30 June 2023 (ongoing staff, n = 1,606)

Aboriginal and/or Torres Strait Islander in Australian population

**984,000 (3.8%)**

(as at 30 June 2021)

Aboriginal and/or Torres Strait Islander ongoing staff at Finance **41 (2.6%)**

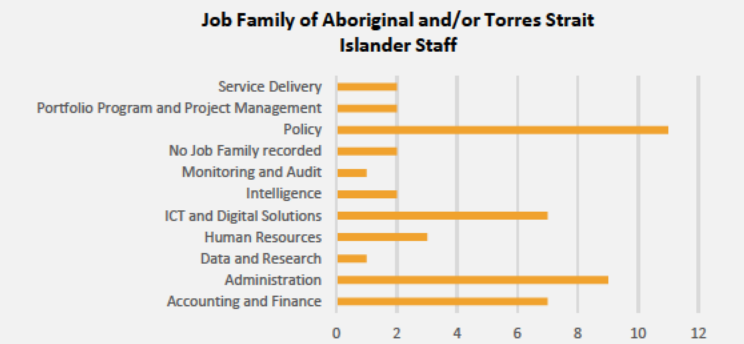
Aboriginal and/or Torres Strait Islander ongoing separation rate of 28.1%

Finance ongoing separation rate of 18.4%

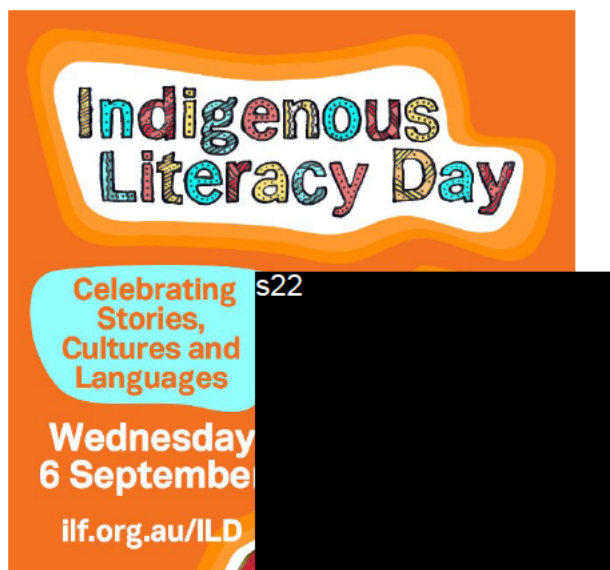
(07/2022 – 06/2023)

Aboriginal and/or Torres Strait Islander average tenure is **4.2 years.**

Finance average tenure is **5.9 years.**







### Title: Indigenous Literacy Day – Our People Our Stories

Sunday the 6<sup>th</sup> of September marks Indigenous Literacy Day. An annual initiative led by the [Indigenous Literacy Foundation](#) to raise money towards improving literacy outcomes for Aboriginal and/or Torres Strait Islander children.

The foundation's purpose is to invest in Aboriginal and Torres Strait Islander remote communities by providing the tools and resources they request such as 'Book Supply' to shape the direction of their children's literacy future and ensure culturally appropriate literacy materials are available to communities.

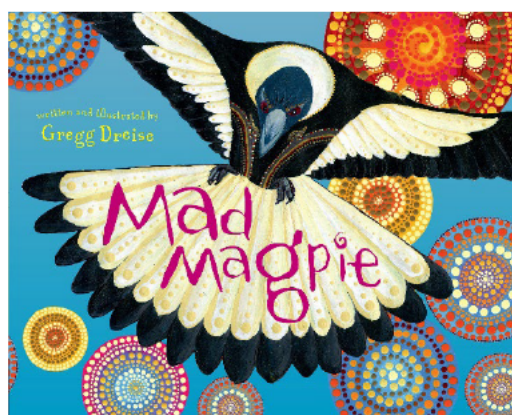
### How can you get involved?

Consider [donating](#) to the Foundation to aid in raising funds to support these projects or purchase an Aboriginal and Torres Strait Islander book through the Foundations [shop](#).

To highlight Indigenous Literacy Day, staff from our Aboriginal and Torres Strait Islander Network share with us their favourite stories by First Nations authors. Check out some of their book reviews below!

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### Mad Magpie by Greg Dreise

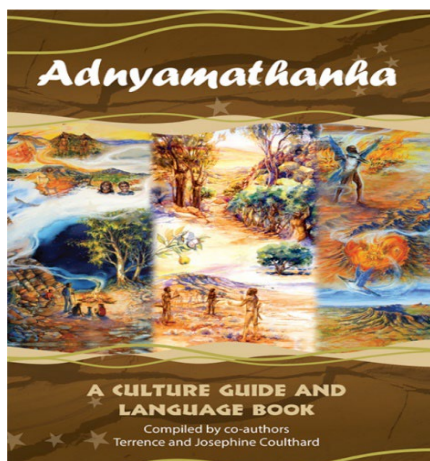


s22 [redacted] Home and Foreign Affairs Branch,  
Government Defence Division.

"As a family, we love this great kid's book about overcoming anger, bullying and negative emotions. The whole 'Silly Birds' series by Gregg Dreise have beautiful illustrations and messages. It's also a good way to introduce language through the names of the birds and animals."

Rating: ★★★★★ (for the 5 year old crowd)

## Adnyamathanha By Terrence and Josephine Coulthard

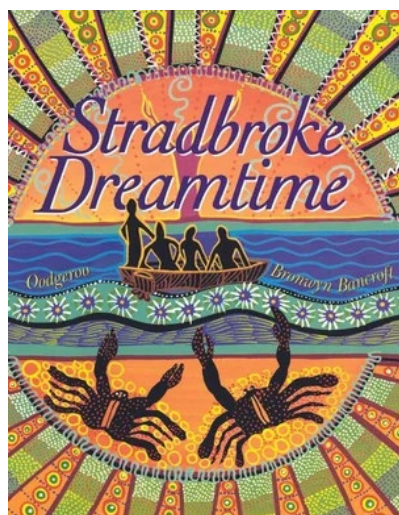


s22 Assurance Reviews Unit, Grants Data and Assurance Division.

“It is 40 years of research of my Ngawarla (Language), history, music, dreaming stories and photographs of family.”

Rating: ★★★★★

## Stradbroke Dreamtime By Oodgeroo Noonuccal

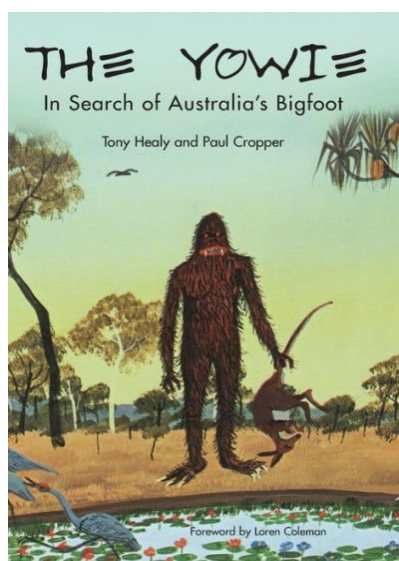


s22 Culture and Diversity, HR Strategies.

“I grew up reading this book and it’s always meant a lot to my family. It is a collection of dreamtime stories from Stradbroke Island. My favourite story in the book is ‘Going Crabbing’ as I grew up doing this when I would visit my family up in Normanton, so it feels very nostalgic. The book is also filled with such bright and vibrant illustrations by Bronwyn Bancroft which is what I loved about the book when I was younger.”

Rating: ★★★★★

## The Yowie By Tony Healy and Paul Cropper



s22 WoAG Travel Team, Strategic Contracting.

“This book has been one of my favourite children’s books since I first heard it during story time in our school library at 7 years old. The story and the illustrations were memorable and was loved by all in the classroom, resulting in multiple reads in my childhood.”

Rating: ★★★★★ Great short dreamtime telling and nostalgia



View Revisions

HR Connect > Culture, diversity and inclusion at Finance > Our culture and diversity networks > Aboriginal and Torres Strait Islander Network

Culture, diversity and inclusion  
at Finance

- Our culture and diversity networks
  - Ability Network
  - Aboriginal and Torres Strait Islander Network
  - Culturally and Linguistically Diverse Network
  - Emerging Leaders Network
  - Gender Equity Network
  - Pride at Finance
  - Social Club
- Our diversity strategies
- Our employee census
- Our inclusive workplace
- Supporting parents, carers and families at Finance

## Aboriginal and Torres Strait Islander Network



### Links

Links related to this tool

Our Aboriginal and Torres Strait Islander Staff Network is an informal peer network, run by employees who identify as Aboriginal and/or Torres Strait Islander. We provide a culturally supportive environment, where our members can share information, experiences and advice and promote cultural awareness through activities and events. We promote the importance of identity, community and shared knowledge in Aboriginal and Torres Strait Islander culture, values and life. The Network provides an important mechanism for Aboriginal and Torres Strait Islander employees to support each other, share information and experiences.

While the Network is only open to Aboriginal and/or Torres Strait Islander staff, we encourage all employees to get in touch to hear how you can get involved.

The Network increases awareness of, and assists members and Finance with, strategic issues facing Aboriginal and Torres Strait Islander staff. We do this by providing informal advice on Aboriginal and Torres Strait Islander customs and culture, supporting the progression of members' careers, and by facilitating [cultural events](#).

The Network provides an opportunity for Aboriginal and Torres Strait Islander employees to:

- provide quality and timely advice on issues that affect Aboriginal and Torres Strait Islander employees e.g. such as providing input to the [Reconciliation Action Plan \(RAP\)](#) and planning of National Reconciliation and NAIDOC weeks,
- provide advice on recruitment, retention, and career development activities for Aboriginal and Torres Strait Islander employees,
- advocate the views and perspectives of Aboriginal and Torres Strait Islander employees,
- provide guidance and support to other members, encouraging peer support and mentoring that promotes career development and realising the full potential of Aboriginal and Torres Strait Islander employees, and
- represent Finance, where possible, at forums when specific issues affecting the Aboriginal and Torres Strait Islander employees or related issues are being discussed.

## Join the Network

Membership is open to all Aboriginal and Torres Strait Islander employees. You can [contact the Network](#) to be added to the mailing list and GovTeams community.

## Support available

We have a range of support available for employees. For more information, see the [Our Health, Safety and Wellbeing](#) page and [Our Inclusive Workplace](#) page. Leave guidance for Aboriginal and Torres Strait Islander employees is available on the [Leave Guidance](#) page.

## Our Champion



Shannon Frazer  
Indigenous Champion

## Contacts

If you have any questions or concerns, please contact the regarding the [Aboriginal and Torres Strait Islander Staff Network](#).

All Aboriginal and Torres Strait Islander employees and their managers also have access to Finance's Indigenous Liaison Officer

s22

# Welcome to HR Connect (/hr-connect)

About (/hr-connect/about-hr-connect)

Enterprise Agreement (/hr-connect/our-employment-conditions/our-enterprise-agreement)

HR Delegations (/hr-connect/our-employment-conditions/hr-delegations)

HR Policies (/hr-connect/hr-policies)

[HR Connect \(/hr-connect\)](#) > [Performance and development at Finance \(/hr-connect/performance-and-development-finance\)](#)  
> [Leadership development at Finance \(/hr-connect/performance-and-development-finance/leadership-development-finance\)](#) > Jawun

## Performance and development at Finance (/hr-connect/performance-and-development-finance)

- Performance at Finance (/hr-connect/performance-and-development-finance/performance-finance) +
- Learning at Finance (/hr-connect/performance-and-development-finance/learning-finance) +
- Leadership development at Finance (/hr-connect/performance-and-development-finance/leadership-development-finance) -

# Jawun

### Links

Links related to this topic



**Nominations for 2024 Jawun Secondments will open 5 February and close on 1 March 2024.**

Established in 2001, Jawun (meaning 'friend' in the Kuku Yalanji language of Mossman Gorge) provides secondments to Aboriginal and Torres Strait Islander organisations in communities across Australia. Partnering with both corporate and government entities, Jawun sources skilled people and places them in Aboriginal and Torres Strait Islander organisations. As a secondee, you share your expertise

Aspiring Leaders Program  
(/hr-connect/performance-and-development-finance/leadership-development-finance/aspiring-leaders-program)

EL2 Connect (/hr-connect/performance-and-development-finance/leadership-development-finance/el2-connect)

Elevate - APS5/6  
Leadership Program (/hr-connect/performance-and-development-finance/leadership-development-finance/elevate-aps56-leadership-program)

**Jawun (/hr-connect/performance-and-development-finance/leadership-development-finance/jawun)**

- Career and talent development at Finance (/hr-connect/performance-and-development-finance/career-and-talent-development-finance)

+

and whilst supporting Aboriginal and Torres Strait Islander leaders to achieve their own development goals.

Past participants have described their Jawun secondment as a unique and transformative experience. Participants benefit both personally and professionally from the opportunity, gaining deeper insights into Aboriginal and Torres Strait Islander culture/s and a broader understanding of cultural perspectives and ways of doing.

## Jawun APS Secondment Program

The APS partnership with Jawun is designed to develop greater self-sufficiency for Aboriginal and Torres Strait Islander people and their communities.

The Jawun Secondments run for 6 weeks, with the Empowered Communities Secondments lasting up to 12 weeks. Empowered Communities projects are based on strategic priorities, often involving stakeholder engagement, and the higher order skills of our senior officers.

## Location of secondments

Secondments can be either in-community or virtual, depending on the needs of the community and the current climatic and/or pandemic situation. Currently secondments are available in the following locations, which include urban, regional and remote Aboriginal and Torres Strait Islander communities:

- NSW - Inner Sydney, Central Coast
- NT - North East Arnhem Land, Central Australia
- SA - Far West Coast, Lower River Murray
- WA - West Kimberley, East Kimberley, South West Australia and Pilbara
- VIC - Goulburn Murray

## Who can apply?

Jawun seeks substantive APS 6, Executive Level Staff and SES Band 1s who are flexible, resilient and prepared to be taken out of their comfort zone.

Further nominees must:

- Have been in the Australian Public Service for three or more years,
- Fully vaccinated against COVID-19 to participate in-community, and
- Be over the age of 25 (for car insurance purposes).

## When do placements take place?

There are 4 rounds of placements in Jawun. Finance will look to nominate staff in Round 3 or 4 – which take place in the second half of 2024 (July/August/September or October).

## How to nominate

Nominations for the 2024 Program are open from 5 February 2024 to 1 March 2024.

To nominate for a secondment, eligible staff should send an email to [Culture and Diversity](#) s22

with the following information:

- A 250 word statement outlining your reasons for wanting to participate, including that you meet the [Jawun requirements](#) (<https://www.apsacademy.gov.au/aps-craft/leadership-management/jawun-aps-secondment-program>)
- The program you are nominating for
- Substantive Classification, Branch, Division, work number and endorsement (as below)

\*For **APS 6 and Executive Level** staff – written (email) endorsement from your Assistant Secretary and First Assistant Secretary. For **SES Band 1** staff – written (email) endorsement from your First Assistant Secretary.

## Further information

For further information on the Jawun Secondment programs, including nominations, contact the Diversity team via [HR Assist](#) s22 [@finance.gov.au](mailto:s22@finance.gov.au). Alternatively, you will find further information on the program on the [APS Jawun](#) (<https://jawun.org.au/>) homepage.

### Tags

Leadership Program (/search/hr-connect/filter/tag/8978)

Indigenous (/search/hr-connect/filter/tag/8979)

For further information or  
advice please contact [HR Assist](#) s22

### Recruiting our people

- How do the Amendments to the Fair Work Act (2009) affect non-ongoing employees
- Managing a vacancy +
- Onboarding
- **Recruiting a diverse and inclusive workforce**

## Recruiting a diverse and inclusive workforce



### Links

Links related to this topic

As a central policy agency in the Australian Public Service (APS), we play an important role in ensuring that we foster creativity, innovation and collaboration through diversity, inclusion and belonging. A diverse and inclusive workplace benefits from the contribution people from diverse backgrounds make to our communities, workplaces and teams.

We all have a part to play in ensuring that we can attract, develop and retain a workforce who can deliver on our priorities, and adapt and respond to future challenges.

To find out more, please see [Workforce Planning in Finance](#) and [Our Diversity Strategies](#).

## RecruitAbility

The [RecruitAbility scheme](#) <sup>☞</sup> aims to attract and recruit applicants with disability.

RecruitAbility is part of all externally advertised vacancies and our participation in this scheme means that selection panels must progress an applicant who has identified they have disability, to a further assessment stage in the recruitment process if they meet the following criteria:

- They have opted into the scheme; and
- They meet the minimum requirements against the selection criteria for the position.

Minimum requirements can vary between vacancies depending on factors such as the eligibility requirements (e.g. essential qualifications) and the classification level of the vacancy. Once advanced to the further assessment stage, RecruitAbility applicants are treated the same as everyone else and the merit principles apply.

As part of the application process, RecruitAbility candidates can request any [workplace adjustments](#) to support them through the recruitment process. Workplace adjustments assist applicants to participate in further assessment stages (i.e. interview), and if successful, perform the duties of the advertised vacancy.

The Recruitment team can assist [selection panels](#) with ensuring RecruitAbility principles are in place.

## Affirmative Measures

### Affirmative Measures – Indigenous (AMI)

To support improving representation of Aboriginal or Torres Strait Islander persons in the APS, we apply Affirmative Measures – Indigenous (AMI) to bulk recruitment vacancies, meaning the vacancy is open only to Aboriginal or Torres Strait Islander persons.

The Department's Indigenous Liaison Officer (ILO) is advised of any upcoming recruitment processes where AMI is applied and is available for candidates to contact if they have any questions or require any additional support with the application process. Finance's ILO can be contacted at [HR Assist](#) <sup>☞</sup> .

- [Affirmative measure for recruiting Aboriginal and Torres Strait Islander Australians: A guide for agencies](#) <sup>☞</sup>
- [Affirmative measure for recruiting Aboriginal and Torres Strait Islander Australians: A guide for applicants](#) <sup>☞</sup>

### Affirmative Measures – Disability (AMD)

To support improving representation of people with disability in the APS, we apply Affirmative Measures - Disability to bulk recruitment vacancies, meaning the vacancy is open only to people with disability.

As part of the recruitment process, candidates who apply under Affirmative Measures are only assessed against other candidates who have applied under this category to ensure merit-based principles are adhered to.

- [Affirmative measure for recruiting people with disability: guide for agencies](#) <sup>☞</sup>
- [Affirmative measure for recruiting people with disability: guide for applicants](#) <sup>☞</sup>

# Agenda Item 5: RAP Working Group dashboard

## Report November 2023

Achievements: August to October 2023	
Relationships	<p>s47E</p> <ul style="list-style-type: none"> <li>s22 graduated from the 2022 Indigenous Apprenticeship Program</li> <li>Drop-in sessions for the Aboriginal and Torres Strait Islander Staff Network (ATSISN) in the lead up to and following the Referendum</li> <li>Meeting between ATSISN, Secretary and Andrew Jagers.</li> </ul>
Respect	<ul style="list-style-type: none"> <li>Continued to offer Cultural Appreciation [8], Ngunawal Language [5], eLearning Cultural Awareness [53], and CORE [1]</li> <li>Cultural Learning Framework and Program endorsed by PCC</li> <li>ATSISN shared their favourite First Nations stories for Indigenous Literacy Day</li> <li>Website includes Acknowledgement of Country as standing banner</li> </ul>
Opportunities	<ul style="list-style-type: none"> <li>Staff attended a Chartered Accountants Australia and New Zealand session on empowering First Nations people to join the profession.</li> <li>Cath Patterson attended the 2023 Garma Festival</li> <li>s22 successful in gaining Pat Turner Scholarship with Sir Roland Wilson Foundation</li> <li>Welcome to Country and Smoking Ceremony for National Security Precinct Sod-turning event.</li> <li>Attendance at the Reconciliation Roadshow hosted by Reconciliation Australia</li> <li>Attendance at Work Exposure in Government (WEX) expo for First Nations High School students</li> <li>Sponsored Northern Territory's Indigenous Business Network's 'Aboriginal Economic Development Forum'</li> <li>Delivered Indigenous procurement session at the Commonwealth Procurement Seminar and Indigenous Business Showcase</li> <li>Hosted a Supply Nation supplier diversity networking event at OCA</li> </ul>
Governance	<ul style="list-style-type: none"> <li>'RAP Up' published in August 2023</li> <li>Registered via Reconciliation Australia to begin developing 2024-26 RAP</li> <li>Planning for the next RAP commenced and registration completed with Reconciliation Australia</li> </ul> <p>Legend = non-RAP Items</p>

Forward looking

### Current November 2023 to January 2024

- Planning and drafting of 2024-26 Reconciliation Action Plan
- Scope an APS 5/6 Indigenous Development Program
- Implementation of the Cultural Learning Framework
- Completion of Graduate Major Project – Diversity Recruitment Marketing Package

### February to May 2024

- Planning for 2024 National Reconciliation Week and NAIDOC Week
- Publicly report our RAP achievements, challenges and learnings, in Finance Annual Report
- Develop, implement and communicate our new Reconciliation Action Plan
- Continue to run regular cultural activities such as tours or visits to cultural institutions
- Engage with our Aboriginal and/or Torres Strait Islander staff and stakeholders on development of our anti-discrimination policy.
- Cultural Learning Framework and Program launched

1

Released by the Department of Finance under the Freedom of Information Act 1982

### HR Workforce Data as at 30 June 2023 (ongoing staff, n = 1,606)

Aboriginal and/or Torres Strait Islander in Australian population

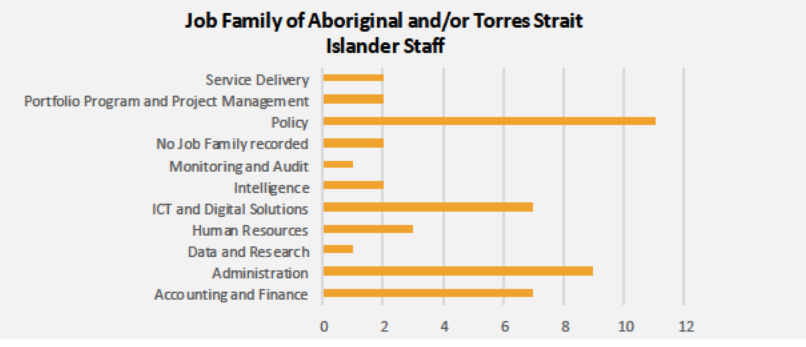
**984,000 (3.8%)**  
(as at 30 June 2021)

Aboriginal and/or Torres Strait Islander ongoing staff at Finance **41 (2.6%)**

Aboriginal and/or Torres Strait Islander ongoing separation rate of **28.1%**  
Finance ongoing separation rate of **18.4%**  
(07/2022 – 06/2023)

Aboriginal and/or Torres Strait Islander average tenure is **4.2 years.**  
Finance average tenure is **5.9 years.**

s47E

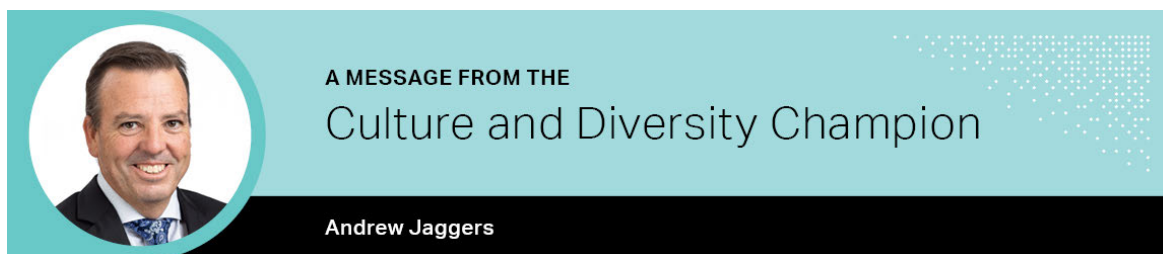




**From:** [Executive Connect](#)  
**To:** [Finance - All Staff](#)  
**Cc:** [Executive Connect](#)  
**Subject:** Executive Message: New network champions [SEC=OFFICIAL]  
**Date:** Tuesday, 5 December 2023 10:11:15 AM  
**Attachments:** [image002.png](#)

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OFFICIAL  
OFFICIAL



Colleagues

As Finance's Culture and Diversity Champion, I am pleased to announce the appointment **s22** Amy Fox as the new Co-Champions of PRIDE at Finance and the Aboriginal and Torres Strait Islander Network respectively.

**s22**

Amy Fox is First Assistant Secretary, Financial Analysis, Reporting and Management. Amy will join Shannon Frazer in a new role as Co-Champion of the Aboriginal and Torres Strait Islander Network. Amy has been part of the Reconciliation Action Plan (RAP) Working Group since July 2021, and has provided support and leadership for a number of the initiatives. This is an important role as we prepare for our new RAP and continue our reconciliation journey at Finance.

Our diverse and inclusive culture is a significant asset in attracting and retaining the workforce we need now and into the future. As we continue to strengthen workplace diversity, inclusion and belonging, we support all employees to reach their potential and to contribute to Finance and our key priorities.

Please join me in congratulating **s22** Amy and wishing them the best in these important roles.

Andrew Jagers  
Deputy Secretary and Culture and Diversity Champion



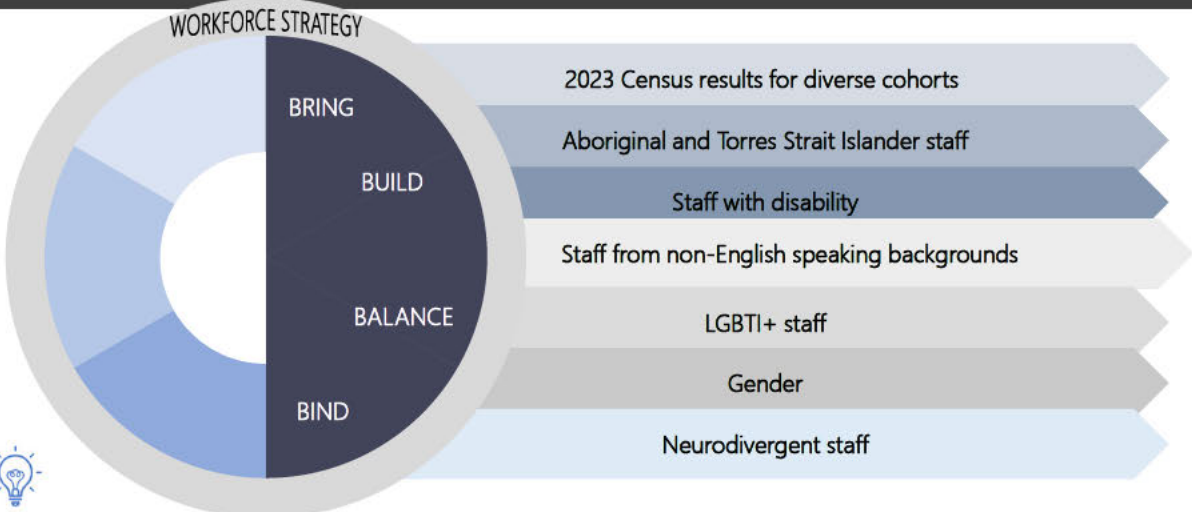
## Deep dive – Diverse Groups in Finance

Cultural Network Leadership Group  
December 2023

The slide features a dark grey background with a light blue diagonal band. A pattern of small black dots is scattered across the dark grey area, with a few dots highlighted in light blue.

1

## Deep Dive Agenda



- Workforce data reflects ongoing staff only and actual classification
- Separation data excludes portfolio agency moves (staff leaving Finance to another APS agency serviced by SDO).
- Finance HR metrics sourced from SAP.
- Applicant data sourced from the Finance recruitment system

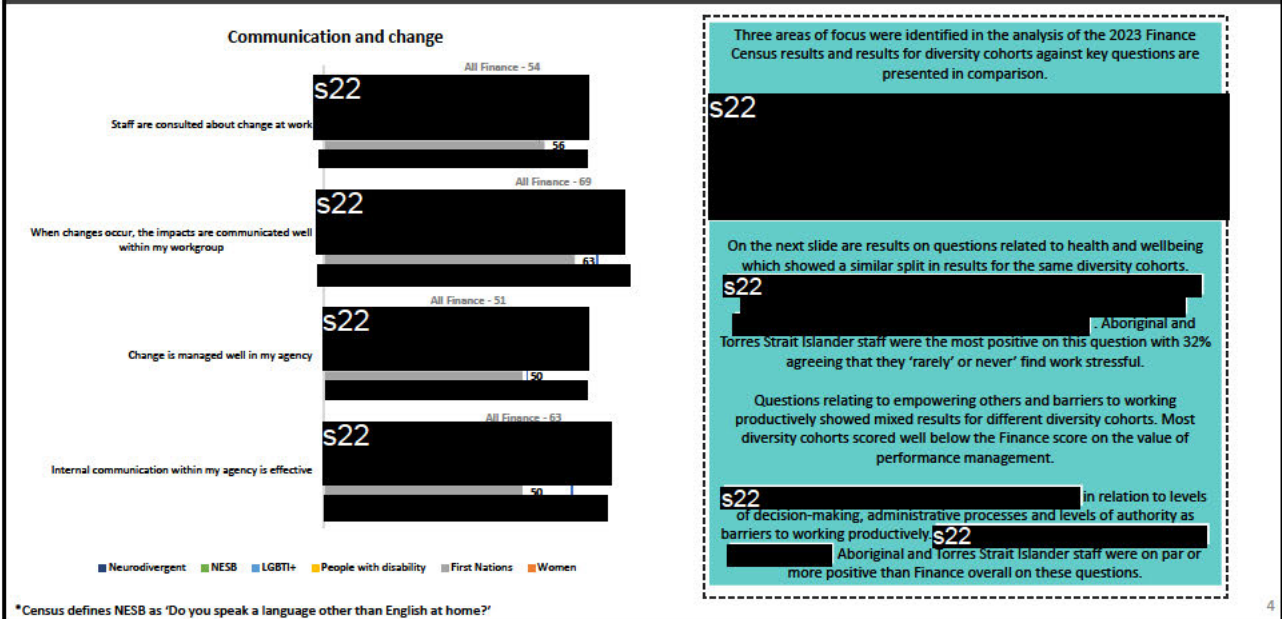
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## INCLUSIVENESS & SUPPORT IN THE WORKPLACE 2023 Census Results



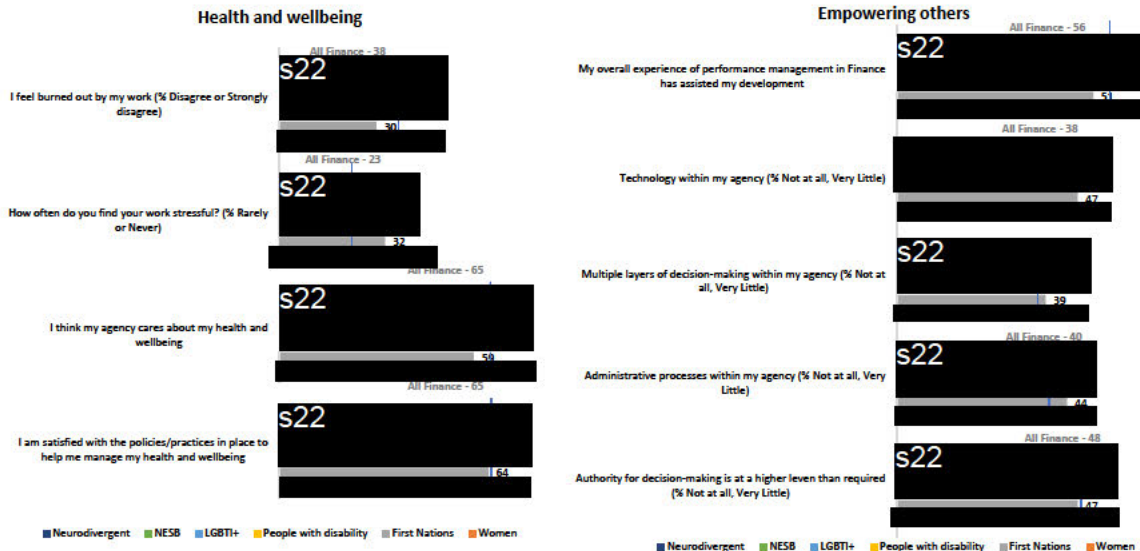
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## COMPARISON WITH FINANCE AREAS OF FOCUS 2023 Census Results



4

## FINANCE AREAS OF FOCUS – RESULTS FOR DIVERSE COHORTS 2023 Census Results

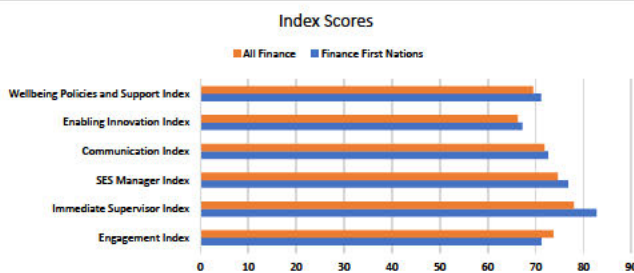


\*Census defines NESB as 'Do you speak a language other than English at home?'

5

5

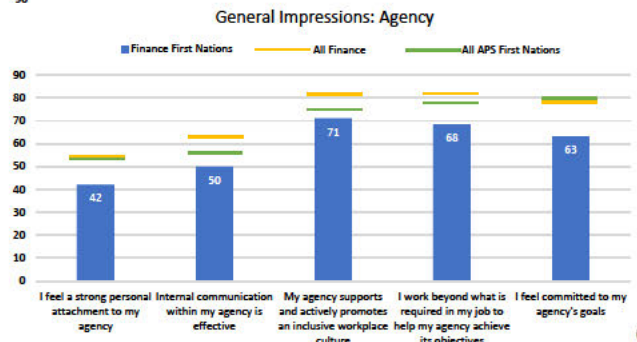
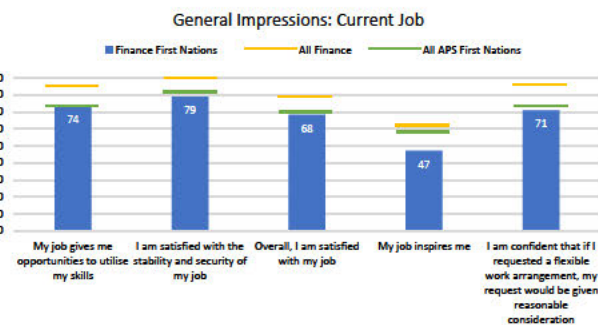
## ABORIGINAL AND TORRES STRAIT ISLANDER STAFF 2023 Census - areas of focus



Aboriginal and/or Torres Strait Islander staff recorded a higher positive score on the Immediate Supervisor Index compared to all Finance, indicating strong interpersonal relationships for this cohort with their managers.

Aboriginal and/or Torres Strait Islander staff were less positive than all Finance for questions relating to their current job, though these scores were in line with those of APS Aboriginal and/or Torres Strait Islander staff.

Finance Aboriginal and/or Torres Strait Islander staff reported lower scores for questions relating to impressions of agency compared to other Finance staff and other Aboriginal and/or Torres Strait Islanders across the APS.

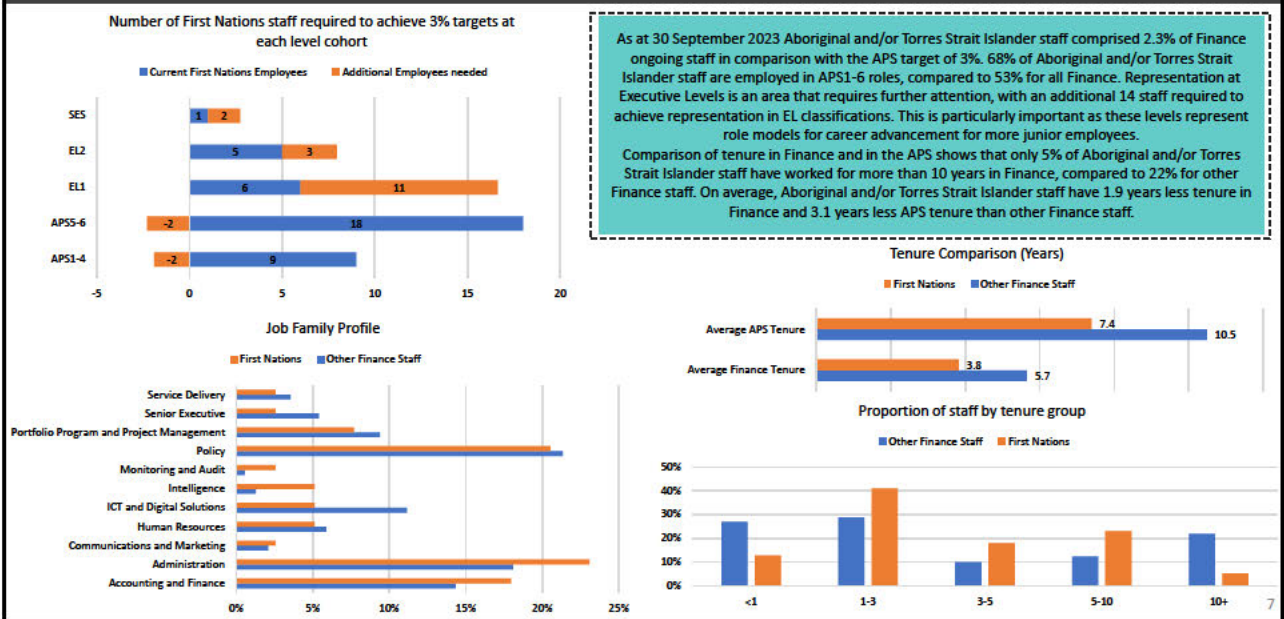


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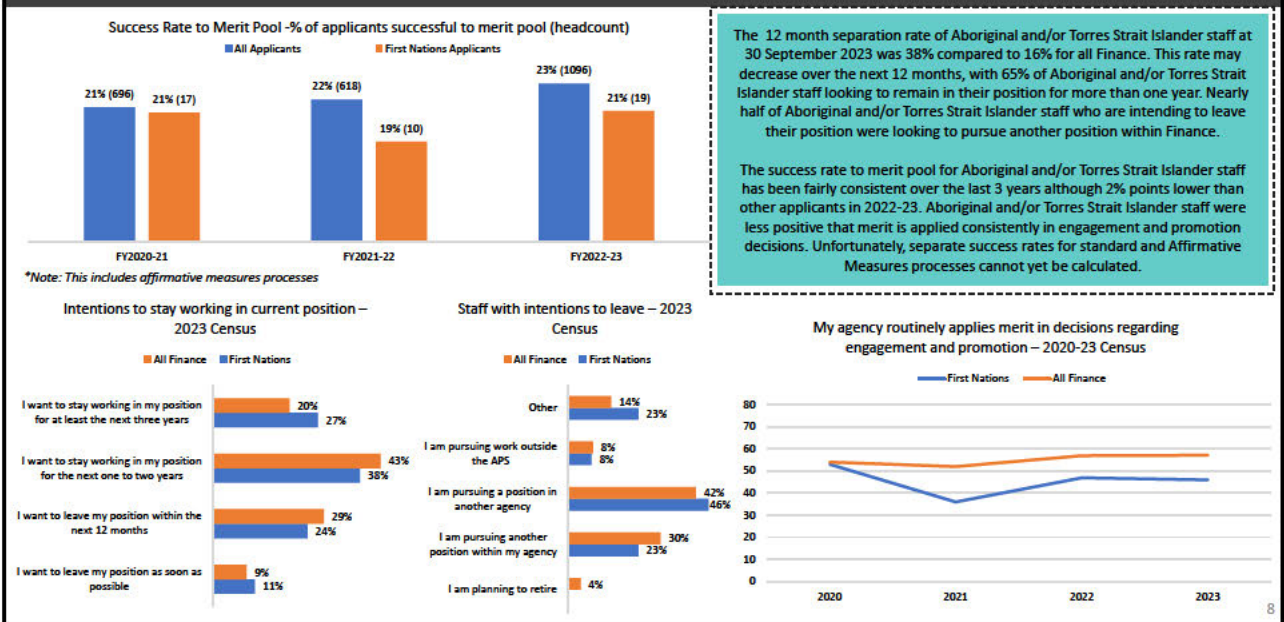


## ABORIGINAL AND TORRES STRAIT ISLANDER STAFF Workforce Profile – Sep 2023



7

## ABORIGINAL AND TORRES STRAIT ISLANDER STAFF Recruitment & Retention

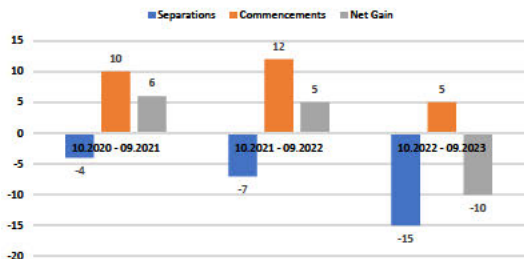


8



## Aboriginal and Torres Strait Islander Staff Turnover

First Nations separations & commencements - Past 3 years

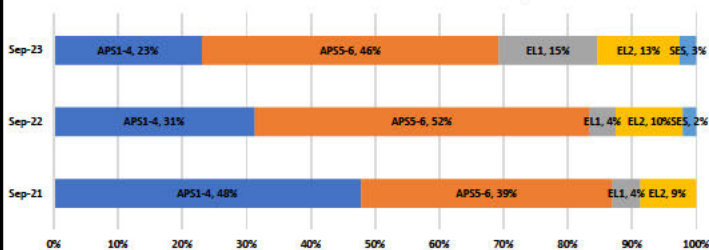


In the 12 months prior to 30 September 2023 there has been a net loss of 10 Aboriginal and Torres Strait Islander staff.

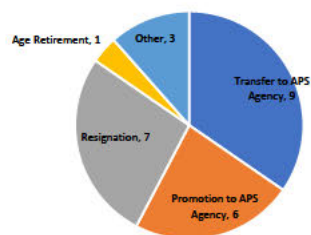
Between 2020 and 2022 Aboriginal and Torres Strait Islander staff were almost twice as likely to leave Finance on promotion to another APS agency (22%), compared to all separating staff (12%).

Over the past three years the proportion of Aboriginal and Torres Strait Islander staff at EL1 or higher has increased to 31%. This is a steady improvement, though is still lower than the all-Finance proportion at 54%.

Classification breakdown of First Nations staff – Past 3 years



First Nations reason for separation - 10.2020 – 09.2023



s22



s22



s22



s22





s22



s22



s22



## Next steps

With your support and leadership, Human Resources Branch continue to progress initiatives to support a diverse and inclusive workplace culture. These initiatives aim to strengthen our culture and support positive census results in the future.

### BRING

- Participating in whole of government Affirmative Measures processes and programs
- Progressing work on becoming a Disability Confident Recruiter
- Developing a marketing package to support attraction of diverse cohorts
- Expanding our reach through Affirmative Measures processes for all recruitment rounds

### BUILD

- Reviewing our diversity training offerings including offering new programs such as Pride in Diversity training
- Launching the Cultural Learning Program
- Participation in the annual Australian Workplace Equality Index
- Exploring support for neurodivergent employees

### BALANCE

- Refresh of the Mental First Aid Officers including training and support
- Scoping a Disability Contact Officer role
- Development of an Accessibility@Finance toolkit for managers and teams
- Development of an implementation plan for the outstanding Accessibility Audit recommendations
- Review of Performance Management Framework including tools and resources

### BIND

- Develop and launch Finance's Gender Affirmation Policy and guidelines
- Continue to raise awareness through our Networks and acknowledging days of significance
- Complete a CALD Sprint in support of the APS CALD Employment Strategy
- Implement the Gender Equality Action Plan

Senior leaders are encouraged to:

- ✓ Model inclusive behaviours
- ✓ Support their staff to engage with and attend diversity events and training
- ✓ Show support to Finance Networks as Allies and advocates
- ✓ Provide a safe space for staff to raise concerns and provide feedback

# RAP Working Group dashboard

## Report February 2024

Achievements: November 2023 to January 2024	
Relationships	
Respect	<ul style="list-style-type: none"> <li>Development of the 2024-26 RAP</li> <li>Preparation for the release of the Cultural Learning Framework</li> </ul>
Opportunities	
Governance	<ul style="list-style-type: none"> <li>Call out to the Department for RAPWG members to develop the 2024-26 RAP</li> </ul> <p><i>Legend = non-RAP Items</i></p>

**Forward looking**

**Current February to April 2024**

- Planning for 2024 National Reconciliation Week and NAIDOC Week
- Publicly report our RAP achievements, challenges and learnings, in Finance Annual Report
- Develop, implement and communicate our new Reconciliation Action Plan
- Continue to run regular cultural activities such as tours or visits to cultural institutions
- Engage with our Aboriginal and/or Torres Strait Islander staff and stakeholders on development of our anti-discrimination policy.
- Cultural Learning Framework and Program launched

**May to July 2024**

- Celebration of National Reconciliation Week and NAIDOC Week
- Launch of the 2024-26 Reconciliation Action Plan

**HR Workforce Data as at 30 June 2023** (ongoing staff, n = 1,606)

Aboriginal and/or Torres Strait Islander in Australian population

**984,000 (3.8%)**

(as at 30 June 2021)

Aboriginal and/or Torres Strait Islander ongoing staff at Finance **41 (2.6%)**

Aboriginal and/or Torres Strait Islander ongoing separation rate of **28.1%**

Finance ongoing separation rate of **18.4%**

(07/2022 – 06/2023)

s47E

Aboriginal and/or Torres Strait Islander average tenure is **4.2 years.**

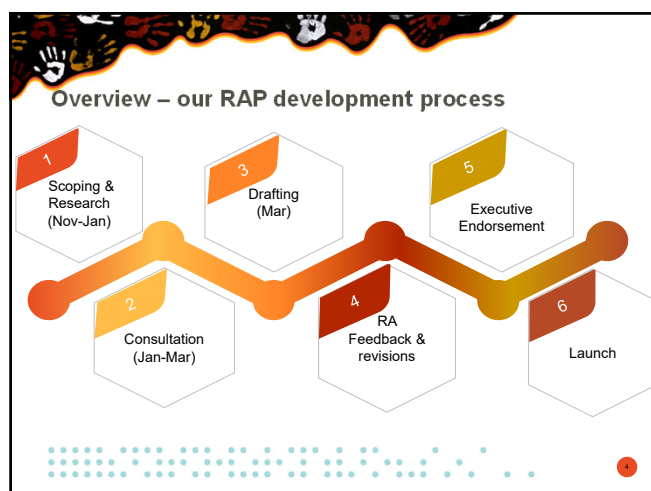
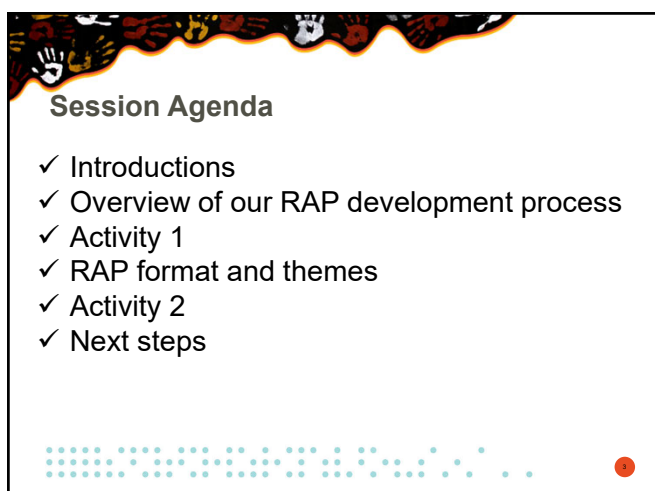
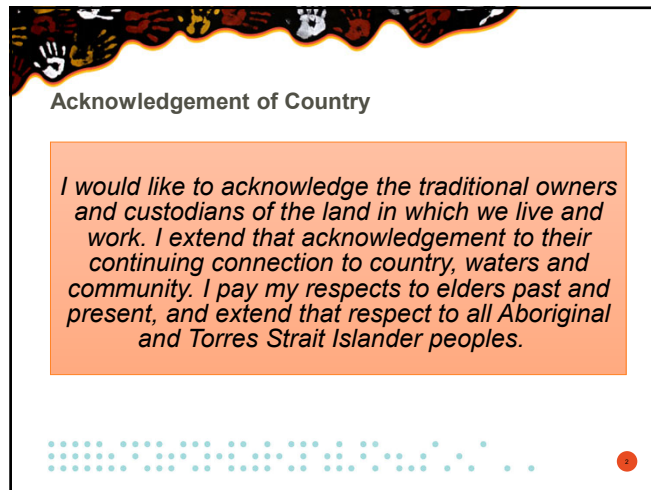
Finance average tenure is **5.9 years.**

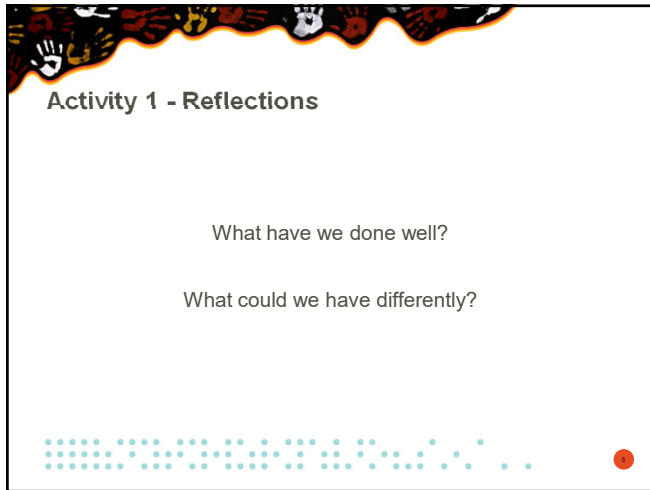
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**Job Family of Aboriginal and/or Torres Strait Islander Staff**

Job Family	Count
Service Delivery	2
Portfolio Program and Project Management	2
Policy	11
No Job Family recorded	2
Monitoring and Audit	1
Intelligence	2
ICT and Digital Solutions	7
Human Resources	3
Data and Research	1
Administration	9
Accounting and Finance	7







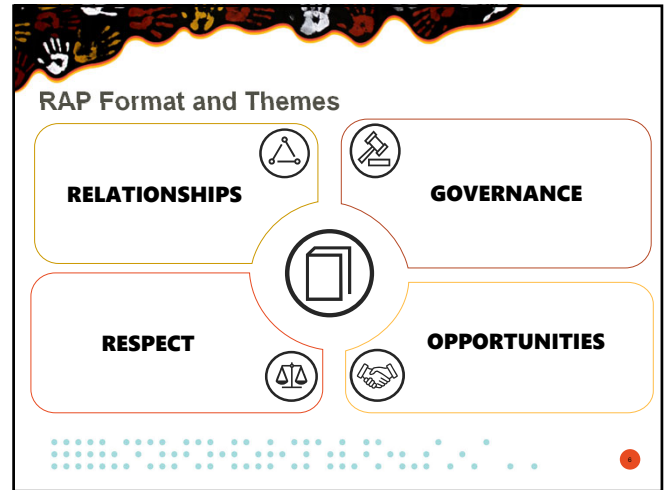
**Activity 1 - Reflections**

What have we done well?

What could we have differently?

5

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**RAP Format and Themes**

**RELATIONSHIPS** **GOVERNANCE**

**RESPECT** **OPPORTUNITIES**

6

This slide features a decorative border at the top with various handprints in different colors. The main content is a central diagram with four quadrants: RELATIONSHIPS (top-left), GOVERNANCE (top-right), RESPECT (bottom-left), and OPPORTUNITIES (bottom-right). Each quadrant contains an icon: a triangle for Relationships, a scale for Governance, a scale for Respect, and a handshake for Opportunities. A central icon of a document is also present. At the bottom, there is a decorative pattern of light blue dots and a small red circle with the number 6.



**Activity 2 – Future State**

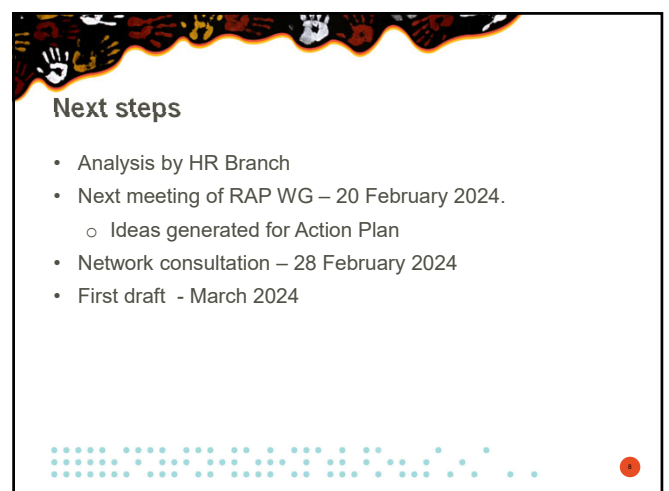
Where do we want to be in 3 years based on these themes?

- Respect
- Relationships
- Opportunities
- Governance

Think about an action-based statement...

7

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**Next steps**

- Analysis by HR Branch
- Next meeting of RAP WG – 20 February 2024.
  - Ideas generated for Action Plan
- Network consultation – 28 February 2024
- First draft - March 2024

8

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**From:** [Executive Connect](#)  
**To:** [Finance - All Staff](#)  
**Cc:** [Executive Connect](#)  
**Subject:** A message from the Secretary: Anniversary of the National Apology to the Stolen Generations [SEC=OFFICIAL]  
**Date:** Tuesday, 13 February 2024 11:04:45 AM  
**Attachments:** [image001.jpg](#)

---

**OFFICIAL**

A blue background with black text and white text? ? Description automatically generated



Colleagues

16 years ago today, Prime Minister Kevin Rudd formally offered a [National Apology to the Stolen Generations](#), acknowledging the thousands of Aboriginal and Torres Strait Islander children who were forcibly removed from their families and communities between 1910 and 1970.

The children were either placed into institutional care or with non-Indigenous families. Their removal saw a loss of connection to family, land, culture and language, and resulted in irreversible trauma which has been passed down from generation to generation. The National Apology was the first formal acknowledgement of the harmful laws, policies and practices that impacted Aboriginal and Torres Strait Islander people.

The National Apology was an important first step towards building a respectful new relationship between our country's First Nations people and non-Indigenous Australians. We must continue to take steps to tackle the unfinished business of reconciliation while working to Close the Gap.

At Finance we are committed, through our [Reconciliation Action Plan](#), to foster cultural safety by growing our knowledge and understanding of Aboriginal and Torres Strait Islander people, their culture, and continuing connection to land, water and community.

We all have a responsibility to drive and play a part in the reconciliation process. I encourage you to think about what actions you can take individually and, in your teams, to support our Aboriginal and Torres Strait Islander people and communities.

More information, including personal stories by Stolen Generation survivors, can be found by visiting [the Healing Foundation website](#).



Jenny Wilkinson

Secretary


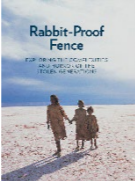


Our Cultural Learning Program invites all Finance staff to build their awareness and knowledge of Aboriginal and Torres Strait Islander cultures through their own learning pathway.


Staff can choose from the range of activities to support the development of their cultural competence. Staff can use the Framework as a guide to expand their knowledge, understanding and awareness through the 3 levels; *Emerging, Enhancing and Enriching*.

My journey starts here...

	<b>To Know:</b> <i>knowledge and understanding of cultural practices, protocols, values, perspectives, issues, dynamics</i>	<b>To Do:</b> <i>actions, behaviour, communication, ways of working in a respectful way in accordance with protocols</i>	<b>To Be:</b> <i>comfortable in one's ability. Empathetic and non-judgemental to Aboriginal and Torres Strait Islander people and demonstrates authentic respect for culture</i>
<b>EMERGING</b>	<p><b>After the Apology Documentary</b> <i>After the Apology' is a documentary exploring four grandmothers that begin a national movement to tackle the removal of children and the rising number of Indigenous children in out-of-home care by involving their extended families.</i></p> <p><b>CORE Online</b> <i>Core is an online course to strengthen cultural capability. It's designed to be informative, interactive and to create a greater awareness of the vast history and cultural heritage of Aboriginal and Torres Strait Islander peoples.</i></p> <p><b>First Nations Tour at Old Parliament House</b> <i>On this tour around Old Parliament House, you will see the historical sights and hear accompanying stories of when First Nation Australians and their supporters took different pathways to fight injustice and bring about change in Australia.</i></p> <p><b>Live learning: Cultural Appreciation Training</b> <i>This 2-hour workshop provides an introduction into Aboriginal culture, specifically the local Ngunnawal people's history and culture.</i></p> <p><b>Show: Straight to the Plate [S2, Ep4]</b> <i>The host of this show travels to the island of Boigu, the most western island in the Torres Strait, where he learns of the rich history of fierce warriors and dugong hunters.</i></p> <p><b>Show: The First Inventors</b> <i>In this show, Rob Collins and a team of First Nations investigators delve into 65,000 years of Aboriginal Australian invention, looking at how landscapes were transformed, how events were recorded, the use of navigation tools, and how societies were organised.</i></p> <p><b>Self-guided walk at Reconciliation Place</b> <i>Physically and symbolically located at the heart of Australian democratic and cultural life within Canberra's National Triangle, this symbolic area recognises the importance of understanding the shared history of Indigenous and non-Indigenous Australians.</i></p> <p><b>Putuparri and the Rainmakers - Video</b> <i>A documentary about an Aboriginal man living in Fitzroy Crossing in Western Australia that maps out his ancestors' spiritual connection to the land and his family's continuing custodianship of it.</i></p> <p><b>Motion to Apology to Australia's Indigenous Peoples – Video</b></p>	<p><b>Attend NAIDOC and Reconciliation Week Events</b> <i>Keep an eye out on the NAIDOC and Reconciliation Australia websites for upcoming events.</i></p> <p><b>Acknowledgement of Country training</b> <i>Many organisations, schools and people are delivering Acknowledgements of Country without truly understanding why. Develop a deeper understanding and learn how to develop a personalised Acknowledgement of country</i></p> <p><b>Acknowledgement of Country within Signature blocks</b> <i>I would like to acknowledge the traditional owners and custodians of the land in which we live and work. I extend that acknowledgement to their continuing connection to country, waters and community. I pay my respects to elders past and present and extend that respect to all Aboriginal and Torres Strait Islander peoples.</i></p> <p><b>Words at Work Training</b> <i>Language is a powerful tool for building inclusion and exclusion at work. It can be used to create a sense of being valued, respected and one of the team or of being under-valued, disrespected, and an 'outsider'</i></p> <p><b>Richard Frankland Address – Cultural Load</b> <i>"The arts is a wonderful tool that, if enabled, if properly resourced, Aboriginal and Islander people can contribute to the cultural tapestry of this country in ways that are unimaginable." Richard J. Frankland</i></p>	<p><b>Be a good ally: Racism. It Stops with Me.</b></p> <div style="border: 2px solid red; padding: 5px; text-align: center; color: white; font-weight: bold;"> <p>RACISM. IT STOPS WITH ME</p> </div> <p><i>Stand shoulder to shoulder with those who challenge racism every day. Commit yourself to developing the skills to dismantle racism, and work within your sphere of influence to create meaningful change.</i></p> <p><b>The Australian Dream Video (Adam Goodes)</b> <i>If the Australian Dream is rooted in racism, what can be done to redefine it for the next generation? When the truth of history is told, we can all walk together.</i></p> <p><b>Listen and Learn sessions between Indigenous staff and SES/Staff</b> <i>Listening is an important part of our journey in creating social change. Through listening, we deepen the understanding of the challenges, experiences, and barriers that others may face in the workplace.</i></p> <p><b>Guest Speaker series</b> <i>Bringing in a range of Aboriginal and/or Torres Strait Islander Figures/ Elders to come and share their stories with the department.</i></p> <p><b>OCA Atrium: Display of Historical people and their achievements</b> (example)</p> <div style="text-align: center;">  <p><small>Pictured: Eddie Mabo</small></p> </div> <p><b>Yarning Circles</b> <i>A yarning circle (or dialogue circle) is an important process within Aboriginal culture and Torres Strait Islander culture. It is an opportunity to learn about and discuss topics in a safe space without interruption.</i></p> <div style="text-align: center;">  </div>



	<p><b>To Know:</b> knowledge and understanding of cultural practices, protocols, values, perspectives, issues, dynamics</p>	<p><b>To Do:</b> actions, behaviour, communication, ways of working in a respectful way in accordance with protocols</p>	<p><b>To Be:</b> comfortable in one's ability. Empathetic and non-judgemental to Aboriginal and Torres Strait Islander people and demonstrates authentic respect for culture</p>
	<p>On 13 February 2008, the former Prime Minister Kevin Rudd made a formal apology to Aboriginal and Torres Strait Islander peoples, particularly to the Stolen Generations whose lives had been blighted by past government policies of forced child removal and assimilation.</p> <p><b>Map of Indigenous Australia</b>   A map that attempts to represent the language, social or nation groups of Aboriginal Australia. It shows only the general locations of larger groupings of people which may include clans, dialects or individual languages in a group.</p> <p><b>Self-Guided Tour – National Botanical Gardens – Aboriginal Plant Use</b> A self-guided tour where you can follow a trail that highlights a selection of plants and some of the ways that these were used by Aboriginal people in different parts of Australia.</p> <p><b>Maralinga Tjarutja - Video</b> A documentary about The Maralinga people, who survive aggressive colonisation, including dispossession to enable atomic testing, and through their tenacious spirit and cultural strength fight to retain their country.</p> <p><b>Tour of Country</b> Take a Tour on country to learn about First Nations History and significance in the area - <a href="#">First Nations' Experiences</a>   <a href="#">VisitCanberra</a></p>		
<p style="writing-mode: vertical-rl; transform: rotate(180deg);"><b>ENHANCING</b></p>	<p><b>National Agreement on Closing the Gap Website</b> The National Agreement to enable Aboriginal and Torres Strait Islander people and governments to work together to overcome the inequality experienced by Aboriginal and Torres Strait Islander people and achieve life outcomes equal to all Australians.</p> <p><b>ILO Presentations on Cultural Protocols</b> Contact Finance's Indigenous Liaison Officers <a href="mailto:22@finance.gov.au">22@finance.gov.au</a> to present to your branch.</p> <p><b>Bringing them Home – Video</b> This documentary is based on 'Bringing them home', the report of the National Inquiry into the Separation of Aboriginal and Torres Strait Islander Children from Their Families, and on the history of forcible separation and other policies which have impacted on the lives of Indigenous Australians</p> <p><b>Tour: Yeribee Tour at Parliament House</b> During this tour you explore the site history of Parliament House, gain insights into how Australia's First Peoples are participating in the nation's democratic processes, and enjoy significant artworks from the Parliament House Art Collection by celebrated Indigenous artists.</p> <p><b>Book: Follow the Rabbit Proof Fence</b> A Stolen Generations story of astounding courage, where three Aboriginal girls, taken from their mothers, escape barefoot back to their beloved homeland in East Pilbara.</p> 	<p><b>Finance Reconciliation Action Plan</b> An Innovate RAP is a crucial and rewarding period in an organisation's reconciliation journey. It is a time to build the strong foundations and relationships that ensure sustainable, thoughtful, and impactful RAP outcomes into the future</p> <p><b>Atrium Display of Historical people and their achievements</b> (example)   Pictured: Kungka Juta by Willy Tjungurrayi</p> <p><b>Join the Reconciliation Action Plan Working Group (RAPWG)</b> Your contribution matters. Contact the Culture and Diversity team if you would like to become a member of the Finance RAPWG.</p> <p><b>Pass it on: preserving Indigenous Languages panel listening</b> A listening opportunity where a panel discusses revitalisation of Indigenous languages, and the beauty and knowledge contained within them.</p>	<p><b>Jawun Participation</b> The Jawun APS Secondment Programs is a unique and empowering 6 -12 week development opportunity for substantive APS 6, Executive Level and SES Band 1 staff to work in Aboriginal and Torres Strait Islander communities</p> <p><b>Listening to podcasts of personal stories</b> (Example) Karajarri wankayi muwarr via AISTSIS</p> <p><b>Use Supply Nation for Aboriginal and Torres Strait Islander talent and business opportunities</b> Supply Nation is a non-profit organisation that aims to grow the Aboriginal and Torres Strait Islander business sector through the promotion of supplier diversity in Australia.</p> 

	<p><b>To Know:</b> knowledge and understanding of cultural practices, protocols, values, perspectives, issues, dynamics</p>	<p><b>To Do:</b> actions, behaviour, communication, ways of working in a respectful way in accordance with protocols</p>	<p><b>To Be:</b> comfortable in one's ability. Empathetic and non-judgemental to Aboriginal and Torres Strait Islander people and demonstrates authentic respect for culture</p>
	<p><b><u>Adrian Brown on Smoking Ceremonies – Video (3mins)</u></b> Ngunnawal man Adrian Brown demonstrates a smoking ceremony and explains the cultural significance of the smoking and plants he uses.</p> <p><b><u>Preview - Hanging Rock smoking ceremony - YouTube</u></b> A demonstration of a traditional First Nations Smoking Ceremony in Hanging Rock.</p> <p><b><u>Aboriginal Kinship Presentation (Clans and Family Groups) 3-minute Video</u></b> An Aboriginal Kinship Presentation on Nations, Clans and Family Groups.</p>		
<p>ENRICHING</p>	<p><b><u>First Australians Documentary Series</u></b> A series on the history of Australia from an Indigenous peoples' perspective, beginning with the 1788 arrival of the First Fleet in Sydney and ending in 1993 with Eddie Mabo's legal challenge.</p> <div data-bbox="201 842 371 1010" style="display: inline-block; vertical-align: middle;">  </div> <p><b><u>Karajarri wankayi muwarr – podcast</u></b> In these podcast episodes, follow the story of the Karajarri people of the Kimberley region in Western Australia as they reconnect with their cultural heritage.</p> <p><b><u>5 on 5 Sessions (if First Nations staff are open to it)</u></b></p>	<p><b><u>Incorporating into your performance agreement the ways you can contribute to our Reconciliation Action Plan or Diversity@Finance Strategy</u></b></p> <p><b><u>Attend NAIDOC and Reconciliation Week Events as well as community events</u></b> Keep an eye out on the NAIDOC and Reconciliation Australia websites for upcoming events.</p> <p><b><u>Aboriginal and Torres Strait Islander staff mobility opportunities</u></b> across business areas or agencies staff to provide feedback, design and actively contribute.</p>	<p><b><u>Creating space to share lived experiences through team immersion experiences</u></b> Contact Finance's ILO for further guidance.</p> <p><b><u>Uni of Sydney Kinship Module</u></b> This online learning module covers the systems of social organisation that traditionally govern Aboriginal societies and explains this significant cultural difference.</p> <p><b><u>Engage with Elders across Australia to learn different knowledge and cultural experiences</u></b> Contact Finance's ILO for further guidance.</p> <p><b><u>Participate in days of cultural significance</u></b> Below are some of the important annual dates that Aboriginal and Torres Strait Islander peoples honour and celebrate:</p> <ul style="list-style-type: none"> <li>• <b>National Close the Gap Day</b> is held on the third Thursday in March each year. The day is for people and organisations to pledge support for achieving Indigenous health equality by 2030.</li> <li>• <b>National Sorry Day</b> is held on the 26th of May each year. The day is held to acknowledge the devastation caused to our families and Communities due the forced removal of children from their families resulting in the Stolen Generations.</li> <li>• <b>National Reconciliation Week (NRW)</b> occurs every year from the 27th of May to the 3rd of June. A time for all Australians to learn about Aboriginal and Torres Strait Islander people and culture as well as their shared histories and achievements.</li> <li>• Every year on the 1st of July, Torres Strait Islanders celebrate <b>The Coming of the Light</b> – this commemorates the adoption of Christianity across the island.</li> </ul>



The **Aboriginal and Torres Strait Islander Cultural Learning Framework** (the Framework) provides the foundation for all employees to build upon their cultural capability.


	<b>To Know:</b> <i>knowledge and understanding of cultural practices, protocols, values, perspectives, issues, dynamics</i>	<b>To Do:</b> <i>actions, behaviour, communication, working in a respectful way and in accordance with protocols</i>	<b>To Be:</b> <i>comfortable in one's ability. Empathetic and non-judgemental to Aboriginal and Torres Strait Islander people and demonstrates authentic respect for culture</i>
<b>EMERGING</b>	<p><b>Understands:</b></p> <ul style="list-style-type: none"> <li>the impact of historical events and previous policies on Aboriginal and Torres Strait Islander peoples</li> <li>current issues faced by Aboriginal and Torres Strait Islander peoples and how this is shaped by history</li> <li>the significance of cultural events/celebrations such as NAIDOC and Reconciliation Week, Sorry Day and the National Apology to the Stolen Generations</li> <li>the diversity of Aboriginal and Torres Strait Islander peoples, cultures, languages and place-based circumstances.</li> </ul>	<ul style="list-style-type: none"> <li>Engages with cultural events, celebrations, and commemorations within Finance.</li> <li>Communicates respectfully with Aboriginal and Torres Strait Islander stakeholders, clients, and colleagues.</li> <li>Supports an inclusive work environment by seeking out diverse views.</li> <li>Tailors' communication style to the audience and circumstance.</li> <li>Is aware of and reads Finance's Innovate Reconciliation Action Plan.</li> </ul>	<ul style="list-style-type: none"> <li>Is sensitive, empathetic, and respectful towards Aboriginal and Torres Strait Islander cultures and heritage.</li> <li>Actively seeks out and values the diverse views, perspectives and experiences of Aboriginal and Torres Strait Islander peoples.</li> <li>Identifies and challenges inappropriate behaviours in others.</li> <li>Acknowledges Aboriginal and Torres Strait Islander peoples' contributions to society.</li> </ul>
<b>ENHANCING</b>	<p><b>Understands:</b></p> <ul style="list-style-type: none"> <li>the Federal legislative frameworks and policies relevant to Aboriginal and Torres Strait Islander peoples</li> <li>familial, societal and kinship systems</li> <li>the significance of cultural protocols and practices, and how these impact Aboriginal and Torres Strait Islander peoples</li> <li>agency frameworks, policies and plans relevant to Aboriginal and Torres Strait Islander peoples.</li> </ul>	<ul style="list-style-type: none"> <li>Advocates the importance of Aboriginal and Torres Strait Islander culture, heritage, values, and protocols.</li> <li>Demonstrates appreciation for the contributions and knowledge Aboriginal and Torres Strait Islander peoples and communities make in delivering outcomes.</li> <li>Listens and incorporates Aboriginal and Torres Strait Islander peoples' voices.</li> <li>Consults and engages Aboriginal and Torres Strait Islander peoples on matters which directly impact their community.</li> <li>Reflects on own knowledge and beliefs about Aboriginal and Torres Strait Islander histories and peoples.</li> <li>Understands the role they can play through Finance's Reconciliation Action Plan.</li> </ul>	<ul style="list-style-type: none"> <li>Actively learns from Aboriginal and Torres Strait Islander peoples about their culture and openly supports others in doing so.</li> <li>Engages with Aboriginal and Torres Strait Islander peoples in a sensitive and culturally safe manner.</li> <li>Displays courage, including speaking up when observing inappropriate workplace behaviours.</li> <li>Is aware of own personal and cultural biases and puts in place strategies to overcome these.</li> </ul>
<b>ENRICHING</b>	<p><b>Understands:</b></p> <ul style="list-style-type: none"> <li>the cultural context and impacts of past events, policies, programmes and their relevance to current/emerging issues, challenges, and opportunities</li> <li>the importance of meaningful engagement with Aboriginal and Torres Strait Islander employees, stakeholders, and communities</li> <li>the broader implications and opportunities of the government's agenda for Aboriginal and Torres Strait Islander peoples and communities.</li> </ul>	<ul style="list-style-type: none"> <li>Works in genuine partnership with Aboriginal and Torres Strait Islander peoples to achieve shared, fit for purpose outcomes.</li> <li>Communicates expectations to others (peers, colleagues, direct reports) regarding cultural awareness and diversity.</li> <li>Leads the engagement of Aboriginal and Torres Strait Islander peoples and communities to deliver Government's priorities in a culturally appropriate and sensitive manner.</li> <li>Shows sound judgement and political awareness when working on Aboriginal and Torres Strait Islander matters.</li> <li>Leads by example and models inclusive behaviour by challenging inappropriate workplace behaviours.</li> <li>Actively engages with the actions in Finance's Reconciliation Action Plan and supporting frameworks.</li> </ul>	<ul style="list-style-type: none"> <li>Encourages and draws on diverse views, cultural experiences, and knowledge to meet outcomes.</li> <li>Respects and supports the social and kinship systems of Aboriginal and Torres Strait Islander peoples.</li> <li>Has an authentic and respectful engagement and connection in Aboriginal and Torres Strait Islander cultures, customs, traditions in the delivery of program and policy.</li> </ul>



**Reconciliation Action Plan 2024-27**  
Workshop 2  
1 March 2024




1




**Acknowledgement of Country**

*I would like to acknowledge the traditional owners and custodians of the land in which we live and work. I extend that acknowledgement to their continuing connection to country, waters and community. I pay my respects to elders past and present, and extend that respect to all Aboriginal and Torres Strait Islander peoples.*




2




**Session Agenda**

- ✓ Overview of Workshop 1
- ✓ Activity 1 – Respect
- ✓ Activity 2 – Relationships
- ✓ Activity 3 – Opportunities
- ✓ Activity 4 – Governance
- ✓ Summary of Activities
- ✓ Next Steps



3




**Workshop 1 Overview**

**What we did well!**


- ✓ Enlightening and engaging activities to build Cultural Capability
- ✓ Increased communication to staff on initiatives and events
- ✓ First Nations staff feel supported and consulted
- ✓ Increased business area engagement

**What could we do differently?**

- More engagement from business areas (outside of corporate areas)
- First Nations events throughout the year and outside of Canberra
- Explore Cultural Safety at Finance – including physical and social elements
- Increase First Nation workforce at Executive Levels and explore tailored pathways for all First Nations staff



4



### Activity 1 – Respect

What are the key actions we are going to take to meet the following success indicators:

- Strengthen communications to ensure they are inclusive, culturally safe and provide a platform for information sharing and education.
- Increase for support external First Nations Events
- First Nation representation on key Finance governance committees.
- Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait stakeholders and organisations\*.
- Build relationships through celebrating National Reconciliation Week (NRW)\*.
- Promote reconciliation through sphere of influence\*.
- Promote positive race relations through anti-discrimination strategies\*

Report back.



5




### Activity 2 – Relationships


What are the key actions we are going to take to meet the following success indicators:

- Enhance psychological safety for First Nations staff to feel safe to bring their whole self to work and share their culture and heritage.
- First Nations communities feel their culture and heritage is respected when engaging with Finance.
- Promote culturally safe workplaces and be a steward for culturally safe practices across the APS.
- Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning\*.
- Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols\*.
- Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week\*

Report back



6




### Activity 3 – Opportunities


What are the key actions we are going to take to meet the following success indicators:

- Develop and lead best-practice approaches to APS WOAG policy by leveraging of RAP.
- Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention, and professional development\*.
- Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes\*

Report Back



7




### Activity 4 – Governance


What are the key actions we are going to take to meet the following success indicators:

- Establish and maintain an effective RAP Working Group to drive governance of the RAP\*.
- Provide appropriate support for effective implementation of RAP commitments\*.
- Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally\*
- Continue our reconciliation journey by developing our next RAP\*

Report back




8



**Next steps**

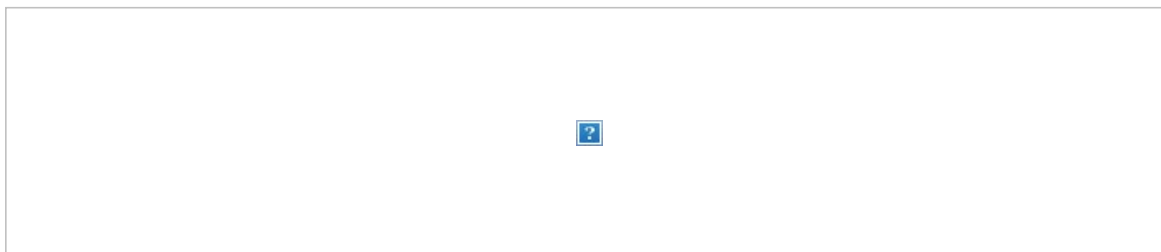
- Meeting with the Aboriginal and Torres Strait Islander Staff Network (ATSISN) – Week commencing 4 March
- HR Branch to commence draft RAP
  - Rounds of feedback with RAP WG and Network



**From:** [Executive Connect](#)  
**To:** [Finance - All Staff](#)  
**Cc:** [Executive Connect](#)  
**Subject:** National Close the Gap Day [SEC=OFFICIAL]  
**Date:** Thursday, 21 March 2024 9:31:26 AM  
**Attachments:** [image001.png](#)

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OFFICIAL



Colleagues

Aboriginal and Torres Strait Islander employees please be advised that this article contains the name of a deceased person.

Today, Thursday 21 March, is [National Close the Gap Day](#).

On this day, we acknowledge **s22** who dedicated her lifetime to advancing Aboriginal and Torres Strait Islander outcomes in health and education, while supporting reconciliation. **s22** left us with inspirational words; *'We are all here now and we have to solve our differences and live together as Australians ... Together, we can build a remarkable country, the envy of the rest of the world.'*

We can all contribute to **s22** legacy in how we work at Finance by:

- continuing to identify and eliminate racism by 'calling it out'
- practicing meaningful cultural safety and embracing cultural learning through our [Connections](#) program
- delivering services in partnership with Aboriginal and Torres Strait Islander people and their communities
- reading and applying the Aboriginal and Torres Strait Islander Procurement strategy
- increasing accountability through transparent funding allocations
- creating spaces for safe and meaningful engagement.

The [Close the Gap](#) video from Oxfam Australia features the lived experiences of First Nations people and is an insightful picture of the long-term, psychological impacts of generations of disadvantage and racism. We are all responsible for implementing the [National Agreement on Closing the Gap](#), including [Priority Reform Three - Transforming Government Organisations](#).

We encourage you to get involved in the development of the 2024–27 Reconciliation Action Plan and participate in the [Connections](#) program, which is designed to provide every employee with the opportunity to learn, build and reflect on their cultural journey.

Shannon Frazer and Amy Fox  
Aboriginal and Torres Strait Islander Champions

## Welcome to HR Connect (/hr-connect)

About (/hr-connect/about-hr-connect)

Enterprise Agreement (/hr-connect/our-employment-conditions/our-enterprise-agreement)

HR Delegations (/hr-connect/our-employment-conditions/hr-delegations)

HR Policies (/hr-connect/hr-policies)

[HR Connect \(/hr-connect\)](#) > [\(/hr-connect\)](#)

## National Reconciliation Week & NAIDOC Week Resources







This year to mark National Reconciliation Week (NRW) and NAIDOC Week we are offering a range of activities and resources which will be available from the start of NRW to just after NAIDOC Week concludes.

On this page you will find resources and information on these two significant weeks, as well as other educational material to help you get involved, expand your cultural capability and show your support.

## National Reconciliation Week

This National Reconciliation Week, we are encouraged to strive towards reconciliation in tangible ways where we live and work, 'Now More than Ever'. It is a time for all to learn about our shared histories, cultures, and achievements, and to explore how each of us can contribute to a united Australia.

The dates for NRW are the same each year; 27 May to 3 June. These dates commemorate two significant milestones in the reconciliation journey: the successful [1967 referendum](#) 🇺🇦, and the [High Court Mabo decision](#) (<https://aiatsis.gov.au/explore/mabo-case>). These milestones represent actions which have strengthened the relationship between Aboriginal and Torres Strait Islander peoples and the non-Indigenous community.

## NAIDOC Week

National NAIDOC Week celebrations are held across Australia in the first full week of July

This year's theme is 'Keep the Fire Burning! Blak, Loud & Proud.' The theme honours the enduring strength and vitality of First Nations culture – with fire a symbol of connection to Country, to each other, and to the rich tapestry of traditions that define Aboriginal and Torres Strait Islander peoples.

## Get involved in Reconciliation

### Tell the truth on Racism

[Racism](https://itstopswithme.humanrights.gov.au/) (https://itstopswithme.humanrights.gov.au/) damages lives and livelihoods, and it hurts the whole community. Recognise the [bias in personal conversations](https://itstopswithme.humanrights.gov.au/) (https://itstopswithme.humanrights.gov.au/) and attitudes. Dig deep on systemic racism, if you see it, [call it out and report it](https://callitout.com.au/) (https://callitout.com.au/).

Some media can be [inaccurate, negative, and unbalanced](https://alltogethernow.org.au/our-work/media-monitoring/) (https://alltogethernow.org.au/our-work/media-monitoring/) in its portrayal of Aboriginal and Torres Strait Islander people and matters. Get your facts straight from the source, such as: [NITV](https://www.sbs.com.au/nitv/) (https://www.sbs.com.au/nitv/), [Koori Mail](https://koorimail.com/) (https://koorimail.com/), [IndigenousX](https://indigenousx.com.au/stories/) (https://indigenousx.com.au/stories/), [ABC Indigenous](https://www.abc.net.au/indigenous/) (https://www.abc.net.au/indigenous) and follow your local broadcaster through [First Nations Media](https://firstnationsmedia.org.au/) (https://firstnationsmedia.org.au/).

### Acknowledge Country

Wherever you are in Australia, you're either on Aboriginal or Torres Strait Islander land. Get to [know whose Country you are on](https://aiatsis.gov.au/explore/map-indigenous-australia/) (https://aiatsis.gov.au/explore/map-indigenous-australia/).

You can Acknowledge Country in meetings and gatherings and can refer to our Cultural Protocols Guide for guidance.

### Advocate for Justice

Aboriginal and Torres Strait Islander peoples are proportionally the most incarcerated people in the world. Learn what is [causing this](https://www.reconciliation.org.au/deaths-in-custody-action-on-justice-needed/) (https://www.reconciliation.org.au/deaths-in-custody-action-on-justice-needed/), and understand the [Change the Record](https://www.changetherecord.org.au/) (https://www.changetherecord.org.au/), [Raise the Age](https://raisetheage.org.au/) (https://raisetheage.org.au/) and [Family Matters](https://www.snaicc.org.au/our-work/child-and-family-wellbeing/family-matters/) (https://www.snaicc.org.au/our-work/child-and-family-wellbeing/family-matters/) campaigns.

### Be a Brave Ally

First Nations people make up just 3% of the Australian population. Allies can assist in amplifying Aboriginal and Torres Strait Islander voices and aid in taking action.

Understand [how to be a good ally](https://www.sbs.com.au/nitv/article/how-to-be-a-good-indigenous-ally/7czmek946) (https://www.sbs.com.au/nitv/article/how-to-be-a-good-indigenous-ally/7czmek946). Step up, show up, [be an accomplice](https://www.uow.edu.au/media/2020/where-do-you-fit-tokenistic-ally--or-accomplice.php) (https://www.uow.edu.au/media/2020/where-do-you-fit-tokenistic-ally--or-accomplice.php). Disruption of the status quo is often necessary to achieve real change.

Support Aboriginal and Torres Strait Islander Charities and Businesses

At Finance, we can use the Supply Nation database to search for First Nations businesses for our procurement needs.

You can also support other [First Nations charities and businesses](https://www.timeout.com/melbourne/things-to-do/indigenous-organisations-and-social-justice-campaigns-you-can-support) (https://www.timeout.com/melbourne/things-to-do/indigenous-organisations-and-social-justice-campaigns-you-can-support) like [The Indigenous Literacy Foundation](https://www.indigenousliteracyfoundation.org.au/) (https://www.indigenousliteracyfoundation.org.au/).

## Make sure you're appreciating culture, not appropriating it.

### What is Cultural Appreciation?

Cultural Appreciation means appreciating another culture in a respectful, sincere way that helps broaden perspectives and build cross-cultural connections. Respecting culture means that you don't borrow what you don't understand. It also means that you take your lead from the right people for the right reasons – not for personal gain, not for Instagram.

### What is Cultural Appropriation?

There is a fine line between cultural appreciation and cultural appropriation. Appreciation means you look to others to lead the conversation. Appropriation is when you centre yourself in the conversation and put yourself in a position of authority. Cultural appropriation is using elements of a culture which you do not belong to. Appropriation is disrespectful, exploitative, hurtful and reinforces racism.

So why not stop and ask yourself...

- Do I have permission?
- Have I been invited to participate?
- Am I perpetuating stereotypes?
- Am I borrowing something that doesn't belong to me?
- Am I being respectful? Do my actions exploit others?
- Am I following a trend and ignoring the cultural significance?

## External events and activities

- [National Reconciliation Week Events Calendar 2024](https://www.reconciliation.org.au/calendar/photo/) (https://www.reconciliation.org.au/calendar/photo/)
- [Voices for Reconciliation – Louder than ever](https://www.reconciliation.org.au/our-work/national-reconciliation-week/voices-for-reconciliation-2024/) (https://www.reconciliation.org.au/our-work/national-reconciliation-week/voices-for-reconciliation-2024/)
- [Local NAIDOC Week Events](https://www.naidoc.org.au/local-events/local-naidoc-week-events?title=&postcode=&state=All) (https://www.naidoc.org.au/local-events/local-naidoc-week-events?title=&postcode=&state=All)

## Recipes to try


Try cooking up a traditional recipe or have some fun experimenting with native ingredients.

- [Strait to the plate](https://www.sbs.com.au/food/collection/strait-to-the-plate?page=1) (https://www.sbs.com.au/food/collection/strait-to-the-plate?page=1) – A range of dishes from the Torres Strait
- [Flavours of the Coast](#) 🍷 – Koori cookbook
- [Sop Sop](https://www.abc.net.au/everyday/recipe-sop-sop-mabu-mabu-nornie-bero/11271250) (https://www.abc.net.au/everyday/recipe-sop-sop-mabu-mabu-nornie-bero/11271250) – Nornie Bero's traditional Torres Strait islander stew
- [Lemon Myrtle Brownie](https://saltbushkitchen.com.au/pages/recipes?recipe=lemon-myrtle-brownie) (https://saltbushkitchen.com.au/pages/recipes?recipe=lemon-myrtle-brownie) – Brownies with a native twist
- [Davidson Plum Hot Chocolate](https://warndu.com/blogs/recipes/davidson-plum-hot-chocolate-recipe) (https://warndu.com/blogs/recipes/davidson-plum-hot-chocolate-recipe) – Keep warm with this native sweet treat

## Cultural training at Finance

Take part in our [Connections](https://learnhub.gov.au/view_program/693) (https://learnhub.gov.au/view\_program/693) learning program.

# Resources

- Our Reconciliation Action Plan, Cultural Protocols Guide and Aboriginal and Torres Strait Islander Recruitment, Professional Development and Retention Strategy on the [Our Inclusive Workplace](#) (/hr-connect/culture-diversity-and-inclusion-finance/our-inclusive-workplace) page.
- [Aboriginal and Torres Strait Islander Procurement Strategy](#) 
- [NAIDOC Week Virtual Art Gallery](#) (<https://intranet.mercury.network/naidoc-week-gallery/2023>)

## Websites and Podcasts:

- [Reconciliation Australia Website](#) (<https://www.reconciliation.org.au/our-work/national-reconciliation-week/voices-for-reconciliation-2024/>)
- [NAIDOC Website](#) (<https://www.naidoc.org.au/local-events/local-naidoc-week-events?title=&postcode=&state=All>)
- [NAIDOC Week Poster Gallery | AIATSIS](#) (<https://aiatsis.gov.au/collection/featured-collections/naidoc-week-posters>)
- [Beyond The Gap Podcast](#) (<https://open.spotify.com/show/4mwWGOW1dOGMHp6xYO8oFK>) - This podcast is an Australian-first investigation into best practice reconciliation and Indigenous engagement for corporate Australia and beyond.
- [Indigenuity](#) (<https://www.rrr.org.au/explore/programs/indigenuity>) - A weekly conversation with Indigenous knowledge holders, showcasing all forms of Indigenous ingenuity.
- [SBS NITV Radio](#) (<https://www.sbs.com.au/language/nitv-radio/en/podcast/sbs-nitv-radio>) - A national focus on news, events & issues that affect Aboriginal and Torres Strait Islander communities. Hear interviews and stories from the SBS NITV Radio program, part of SBS Audio.
- [Other First Nations hosted podcasts](#) (<https://www.sbs.com.au/language/nitv-radio/en/podcast/sbs-nitv-radio>)

*Book Sale on 28 May! – Finance News Article - Publish 21 May*

Calling all bookworms! Come along to our Book Sale here at OCA!

### **Details**

**When:** 11:00am – 3:00pm, Tuesday 28 May

**Where:** Department of Finance OCA Atrium

To kick start National Reconciliation Week, we are holding a book sale from 11:00am – 3:00pm in the OCA atrium. All proceeds will go to the [Indigenous Literacy Foundation](#), which provides culturally relevant books and learning resources to remote Aboriginal and Torres Strait Islander communities.

### **How do I purchase a book?**

Books will be on sale from \$1 so why not consider swapping your usual coffee to purchase a book instead? There will be a range of ways you can donate on the day including:

- Pay ID
- Tap and Go
- Bank Transfer
- Cash donations
- QR Code direct to ILF

To make this event a success, we have been collecting your book donations and thank all staff members who have donated so far - donations will be accepted until 24 May.

Thanks to your contributions, we will have a wide variety of items for sale, including books from many genres, movies, puzzles and boardgames. So, make sure to come and check it out to support a great cause!

For more information about the book sale or how you can further support this initiative, contact the [Culture and Diversity Team](#).

ATSISN



**From:** [Executive Connect](#)  
**To:** [Finance - All Staff](#)  
**Cc:** [Executive Connect](#)  
**Subject:** A message from the Secretary: National Reconciliation Week [SEC=OFFICIAL]  
**Date:** Thursday, 23 May 2024 9:11:48 AM

OFFICIAL



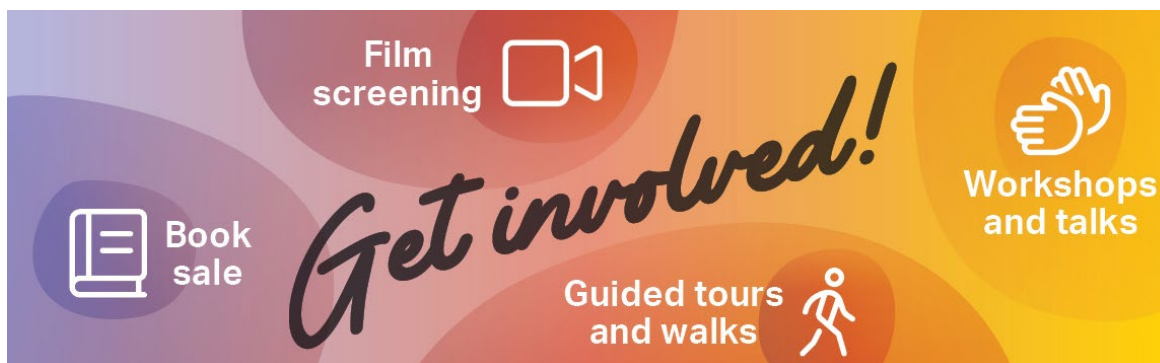
Colleagues

National Reconciliation Week, 27 May to 3 June, is an opportunity for all Australians to reflect on and acknowledge our relationship with Aboriginal and Torres Strait Islander people. It is a time to learn about our shared histories, cultures and achievements, and explore how each of us can personally contribute to a reconciled nation.

This year's theme, *Now More Than Ever*, is a reminder that while there has been some great progress in the last decade, there is still a way to go – and *now more than ever* greater action is needed to Close the Gap by engaging and connecting with Aboriginal and Torres Strait Islander matters, peoples and cultures.

This year our departmental commitment to both National Reconciliation Week and NAIDOC Week is being recognised a little differently to acknowledge the importance of both weeks. With the NAIDOC theme being *Keep the Fire Burning: Blak, Loud and Proud*, we are taking elements of both themes to ensure **now more than ever, we are keeping the fire burning**.

This is a deliberate choice of words, to renew our commitment to ongoing learning – not just on days of significance, but always. To kick off, we are highlighting a [suite of activities](#), curated to provide something for everyone, through to 16 July.



I encourage you to take part in as many of these opportunities as you can by registering through [Connections via Learnhub](#) or check out [HR Connect](#) for more information on events around the country. In doing so we will uplift our cultural capability to ensure meaningful and respectful engagement and strengthen relationships with our First Nations people.

Let's join and take every opportunity we can to ensure that **now more than ever, we are keeping the fire burning**.

Jenny



# RAP Working Group dashboard

## Report June 2024

### Achievements: January to June 2024

<b>Relationships</b>	<ul style="list-style-type: none"> <li>Welcome to Country for Australian Government School Leaver Program Orientation.</li> <li>Held a 'Great Book Swap' and raised \$2,805.64 for the Indigenous Literacy Foundation</li> <li>Held National Reconciliation Week activities – which will continue until NAIDOC Week to 'Keep the Fire Burning'.</li> <li>Attendance at seminars on the future of reconciliation and meaningful reconciliation (HR).</li> </ul>
<b>Respect</b>	<ul style="list-style-type: none"> <li>Continued to offer Cultural Appreciation training [98], CORE e-Learning [6], Words at Work [22], First Nations Experience of Democracy Tour [13] and Yeribee Tour of Parliament House [10].</li> <li>Continued to offer Cultural Protocol Guide sessions to business units.</li> <li>Launched Aboriginal and Torres Strait Islander Cultural Learning Framework</li> <li>Launched Aboriginal and Torres Strait Islander Cultural Learning Program – Connections.</li> <li>Published messages for National Close the Gap Day and Anniversary of the National Apology to the Stolen Generations.</li> <li>Increased promotion of Connections in New Starter Induction program.</li> <li>Jawun Secondment Program information session was held.</li> <li>Two staff members nominated to APSC to undertake Jawun in Round 3.</li> </ul>
<b>Opportunities</b>	<ul style="list-style-type: none"> <li>Continued to communicate opportunities for staff to procure from Aboriginal and Torres Strait Islander businesses, including promotion of Indigenous Procurement Policy.</li> <li>Continued to run Affirmative Measures Indigenous (AMI) roles in rounds with more than 10 vacancies.</li> <li>As of 31 March, 2% of all job applicants identified as First Nations.</li> </ul> <p>s22</p> <ul style="list-style-type: none"> <li>Reviewed and made enhancements to eRecruit system to ensure accessibility and inclusivity.</li> </ul>
<b>Governance</b>	<ul style="list-style-type: none"> <li>Met with Reconciliation Australia about our 2024-27 RAP.</li> <li>Consultation on the 2024-27 RAP continued.</li> <li>Engaged ATSISN member s22 to complete 2024-27 RAP Artwork.</li> </ul> <p>Legend = non-RAP Items</p>

### Forward looking

#### July – December

- NAIDOC Week [7 July to 14 July]
- Launch of 2024-27 Reconciliation Action Plan.
- Launch of 2024-27 Reconciliation Action Plan Artwork by s22
- Delivery of NAIDOC Week Touch Football T-shirts – using RAP artwork.
- 'Coming of the Light' News Article.
- Development of Affirmative Measures Policy.
- Continue Supply Nation Membership.
- Applications for the Australian Government School Leaver Program – AMI – open.

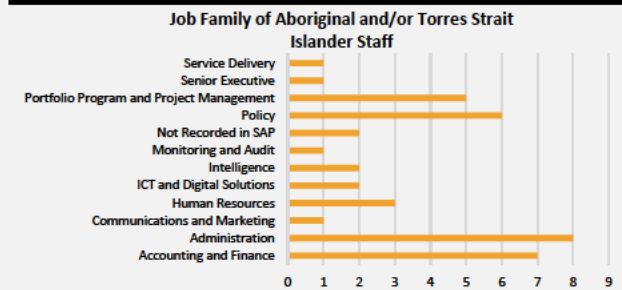
### HR Workforce Data as at 31 December 2023 (ongoing staff, n = 1,711)

Aboriginal and/or Torres Strait Islander in Australian population  
**984,000 (3.8%)**  
(as at 30 June 2021)

Aboriginal and/or Torres Strait Islander ongoing separation rate of **39.8%**  
Finance ongoing separation rate of **14.8%\***  
(01/2023 – 12/2023)

Aboriginal and/or Torres Strait Islander average tenure is **4.0 years.**  
Finance average tenure is **5.6 years.**

s47E



\*Separation rates may have been underreported in HR Dashboards since August 2023 due to a delay in processing of staff cessations