



Respect @ Work Policy

Cricket Australia and 2022 ICC Men's T20 World Cup endorse the "Respect@Work Policy" as a policy that must be complied with as defined in this Policy.

1 POLICY

Cricket Australia (CA) and the 2022 ICC Men's T20 World Cup (ICCT20WC) are committed to creating an inclusive, respectful and safe work environment which is free from discrimination, harassment and bullying.

This Policy is intended to provide a framework to support CA and ICCT20WC and CA and ICCT20WC Personnel to set the right example, make a stand and call out poor behaviour.

Any behaviour that does not meet these expectations will be taken seriously by CA and ICCT20WC and dealt with quickly and fairly.

2 SCOPE

Who do these expectations apply to?

This Policy applies to all persons employed or working in any capacity for CA or ICCT20WC, including employees (including players and player support personnel), volunteers, contractors, the Board and Board Committee members (**CA and ICCT20WC Personnel**).

This Policy applies to players and player support personnel in addition to the CA Code of Conduct, the CA Anti-Harassment Code, and the CA Anti-Discrimination Code. A breach of this Policy by a player or player support personnel may amount to a breach of these codes.

While some people involved in cricket aren't covered by this Policy, we expect everyone involved in CA or ICCT20WC events, including our partners, venues, their staff members, and other accredited persons, to behave respectfully and in accordance with CA's and ICCT20WC's behavioural expectations while attending CA and ICCT20WC events.

We all have a role to play in ensuring that CA and ICCT20WC provide inclusive and respectful environments for all and we are all responsible for addressing issues of harassment, discrimination and bullying in our sport.

When do these expectations apply?

This Policy applies to behaviours in connection with work even if it occurs outside of normal working hours or away from CA and ICCT20WC workplaces, including online.

Going on tour, attending events, travelling, and working long or late hours, often away from home is a big part of many CA and ICCT20WC Personnel roles. This Policy applies in a number of different situations including all aspects of employment such as all interactions with colleagues, players, player support personnel, partners and others encountered whilst being involved in or associated with any CA or ICCT20WC business, activity, recruitment, competition, match, event, tournament, function or tour, or at any venue including hotels or other accommodation, offices, restaurants, event spaces, and match venues.

3 WHAT'S NOT OKAY?

CA and ICCT20WC expressly prohibit discrimination, harassment, including sexual harassment, bullying and victimisation. Conduct amounting to discrimination, harassment, sexual harassment, bullying or victimisation is unacceptable and will not be tolerated by CA or ICCT20WC under any circumstances.

Federal and State and Territory discrimination, harassment and bullying laws may apply in the event that a person engages in behaviour or conduct that falls below CA and ICCT20WC expectations. Some forms of discrimination, sexual harassment or bullying (including through social media) may amount to a criminal offence and need to be reported to Police by CA or ICCT20WC.

In addition to this behaviour being unlawful through legislation, CA and ICCT20WC have an obligation to provide and maintain a healthy and safe working environment for employees, including an obligation to prevent and eliminate bullying, discrimination, victimisation, harassment and sexual harassment in the workplace.

What is discrimination?

Unless a statutory exemption applies, it is unlawful and in breach of this Policy to discriminate against someone in their employment or prospective employment, their engagement or prospective engagement as a contractor, or when providing goods and services on the basis of any of the following protected attributes or personal characteristics:

- sex;
- marital or relationship status;
- pregnancy and potential pregnancy;
- parental or carer status;
- breastfeeding;
- age;
- race, colour, descent;
- national extraction or ethnic origin;
- disability or impairment (physical, intellectual, mental or psychiatric);
- religious belief, activity or appearance;
- political belief or activity;
- industrial activity or membership of an industrial association;
- employment activity;
- lawful sexual activity/sexual orientation;
- gender identity or gender history;
- intersex;
- transgender;
- physical features;
- HIV/Aids;
- irrelevant medical record;
- irrelevant criminal record; and
- association with, or relation to, a person identified on the basis of any of these attributes.

Discrimination does not need to have been calculated or intentional to be unlawful. The intention of the person discriminating is irrelevant.

Discrimination can be direct or indirect:

- **Direct** - when a person or group is treated less favourably than another person or group in the same or similar circumstances, because of a protected attribute
- **Indirect** – when a requirement, condition or practice is imposed that appears to apply to everybody equally but has the effect of disadvantaging people with a protected attribute and the rule is unreasonable in the circumstances.

Treating someone less favourably can include harassing or bullying a person.

What is Harassment?

Harassment includes conduct that is unwelcome, and that, in the circumstances, a reasonable person would anticipate would humiliate, demean, offend, intimidate or victimise someone.

Harassment can be a one-off event and can include conduct engaged in because of a person's sex, race or disability which has the potential to create an intimidating, hostile, offensive or distressing work environment. It is important to note that motive and whether or not there was intent to harass is irrelevant.

Where harassment towards a person is on the basis of particular protected attributes, such as a person's sex, race, disability or age, this conduct can be unlawful. Harassment can include behaviour such as:

- telling insulting jokes about particular racial groups;
- sending explicit or sexually suggestive emails or text messages;
- displaying racially offensive or pornographic posters or screen savers;
- making derogatory comments or taunts about a person's disability; or
- asking intrusive questions about someone's personal life, including their sex life.

What is Sexual Harassment?

A person sexually harasses another if they:

- makes an unwelcome sexual advance;
- makes an unwelcome request for sexual favours; or
- engages in any other unwelcome conduct of a sexual nature;

in circumstances where a reasonable person, aware of all the circumstances, would have anticipated the possibility that the person would be offended, humiliated or intimidated.

Sexual harassment can take many forms and can be physical, spoken or written. Sexual harassment can include:

- comments or repeated or intrusive questions about a person's private life or the way they look;
- sexually suggestive behaviour, such as leering or staring;
- brushing up against someone, touching, fondling or hugging;
- sexually suggestive comments or jokes;
- displaying offensive images or objects;
- repeated unwanted requests to go out or for sex;
- sending sexually explicit emails or text messages; or
- inappropriate advances or sexually explicit posts on social networking sites.

A single incident is enough to constitute sexual harassment – the behaviour does not have to be repeated.

Sexual harassment is unwelcome, uninvited conduct that is offensive from the view of the person harassed, regardless of any innocent intent on the part of the offender. Comments and behaviour that do not offend one person can offend another. This policy requires all CA and ICCT20WC Personnel to respect other people's limits.

Silence is not consent. When someone does not object to inappropriate behaviour in the workplace, it does not mean that they are consenting to the behaviour.

All known allegations of sexual harassment will be investigated.

What is Bullying?

Bullying is repeated and unreasonable behaviour directed toward an employee or group of employees (or other workplace participants) that creates a risk to health or safety. Unreasonable behaviour means behaviour that a reasonable person, having regard to all the circumstances, would expect to victimise, intimidate, undermine, threaten or humiliate another person.

Bullying can occur wherever people work together and is not always intentional. Sometimes people do not realise that their behaviour can be harmful to others.

Examples of behaviours that may constitute workplace bullying include:

- abusive, insulting or offensive language or comments;
- aggressive and intimidating conduct;
- belittling or humiliating comments;
- practical jokes or initiation rites;
- unjustified or constant criticism;
- excluding or isolating workplace participants;
- deliberately withholding information that is vital for effective work performance;
- setting unreasonable timelines or constantly changing deadlines;
- setting tasks that are unreasonably below or beyond a person's skill level;
- denying access to information, supervision, consultation or resources to the detriment of the worker;
- spreading misinformation, gossip or false, malicious rumours;
- changing work arrangements such as rosters and leave to deliberately inconvenience a particular worker or workers;
- unreasonable refusal of requests for leave, training or other workplace benefits.

What is Victimisation?

It is unlawful and in breach of this Policy to engage in victimisation. This includes subjecting or threatening to subject to any detriment to someone because they have:

- objected about the discriminatory, harassing or bullying manner in which they have been treated, including by bringing a complaint under this Policy;
- assisted someone else to make a complaint under this Policy; or
- provided information or documents to any investigation conducted by CA or ICCT20WC in relation to this Policy.

What about online or on Social Media?

CA and ICCT20WC are committed to respect and inclusion. Social media use by those associated with CA or ICCT20WC, including all those to whom this policy applies, which is inconsistent with this commitment may cause damage to CA's or ICCT20WC's reputation and bring it into disrepute.

CA and ICCT20WC accordingly expect CA and ICCT20WC Personnel will use social media consistently with this Policy and its values of respect and inclusion and require that CA and ICCT20WC Personnel demonstrate respect to others regardless of their motivations or personal beliefs.

Are workplace intimate personal relationships okay?

An intimate personal relationship with a less empowered CA or ICCT20WC Personnel is likely to involve difficulties arising from the power imbalance inherent in such workplace relationships. In general, these relationships should be avoided or fully disclosed and managed.

In the event that a CA or ICCT20WC Personnel is engaged in a personal intimate relationship with another CA or ICCT20WC Personnel where one of those CA or ICCT20WC Personnel has influence or control over the other or greater power in the workplace, both CA or ICCT20WC Personnel are required to notify the relevant Executive General Manager, the Head of People and Culture, or the Coach (or in the CEO's or Directors' case, notify the Chair).

Where such a relationship is disclosed, actions may be taken by CA or ICCT20WC to address or minimise the risks of such a relationship, such as any actual or perceived conflict of interest. Any action taken will be determined in response to the individual circumstances of the relationship and be commensurate with the seriousness of the identified risk and will not unfairly impact upon a person's employment.

Actions that may be taken include:

- temporary or permanent changes to a reporting line;
- removal of an employee from processes such as approving leave or actions that involves a person with whom they have a close personal relationship; or
- moving employees between whom there is a close personal relationship to different work areas.

All efforts will be made to keep the notification of personal consensual relationships private and confidential and employee privacy will not be compromised unless other employees are required to know, for example People & Culture, in order to manage any perceived risk.

Exploitative or coercive intimate personal relationships

An exploitative or coercive intimate personal relationship is where a person with influence or control over another person in the workplace, uses force, grooming, or threats to coerce or influence that person into engaging in an intimate relationship, or otherwise, uses their position of power or relationship to gain a personal advantage or benefit from the other person.

Working with CA or ICCT20WC often involves travel and spending considerable time with colleagues or teammates, often in hotels or at events or venues. Our working environment is unique and not confined to an office environment which may increase the risk of CA or ICCT20WC Personnel being subject to or pursuing an exploitative or coercive intimate personal relationship.

CA and ICCT20WC Personnel must ensure that they behave appropriately and maintain professional boundaries when interacting with any other CA or ICCT20WC Personnel that they have influence and

control over or who are less empowered senior in the workplace. For example, CA and ICCT20WC Personnel should avoid one-on-one meetings in private or secluded places (such as personal accommodation or a hotel room) with other CA or ICCT20WC Personnel who are less empowered or who they have influence or control over, or where this is not practicable, conduct the meeting at an CA or ICCT20WC office or in a public space or common area.

CA or ICCT20WC Personnel must not pursue exploitative or coercive intimate personal relationships. These relationships will not be tolerated.

5 WHAT IS OKAY?

Sometimes, things don't go to plan and tough conversations need to be had – when carried out reasonably, it's ok for a manager or supervisor to give fair advice, make comments or provide feedback about performance or work-related behaviour of a person or group of people. Reasonable management action should not be confused with bullying, harassment or discrimination. These conversations should be conducted in a reasonable and sensitive way and may require the support of People & Culture.

Some examples of reasonable management action can include:

- advice or counselling on work performance or work-related behaviour of an individual;
- providing instructions and expecting deliverables to be met;
- setting realistic standards of performance; and
- requesting improvement to work that has not met standards;
- performance management, including performance reviews or performance discussions; and
- disciplinary action for misconduct.

What about in the selection of our teams?

When selecting players for a team, CA will select players based on their performance and their ability to effectively compete. This means we may measure and rely on physical aspects relevant to competitive ability. Applying this kind of selection criteria is okay in competitive sports and should not be confused with discrimination. These conversations should be conducted in a reasonable and sensitive way, and in line with relevant SSSM guidelines.

7 CRIMINAL OFFENCES

Some forms of harassment, including sexual harassment, may constitute criminal offences and police intervention may be sought. Criminal offences include but are not limited to:

- Obscene phone calls
- Stalking or following people
- Sexual or physical assault
- Rape
- Indecent exposure
- Bullying

8 WHAT CAN YOU DO IF YOU EXPERIENCE DISCRIMINATION, HARASSMENT, BULLYING OR VICTIMISATION?

If you feel that you have been discriminated against, harassed, bullied or victimised by any person, in person or online, you should not ignore it. The following steps can be taken:

- It is a good idea to make a written note about the behaviour including details of the date and time of the incident, what happened and any witnesses.
- If you feel comfortable doing so, you may wish to raise the issue with the person concerned and request that they stop engaging in the behaviour towards you.
- If you do not feel comfortable confronting the person directly, or if you confront the person and the behaviour continues, then you should report your concern or complaint to your manager, Executive General Manager, People & Culture, coach or the Head of Integrity.
- If the incident happens at match and requires **immediate action**, you should report your concern to the CA Security Manager.
- You can also report your concerns by phone or online:

Phone	1300 FAIR GAME (1300 3247 4263)
Email	integrity@cricket.com.au or fairgame@coreintegrity.com.au
Online	<p>At the Australian Cricket Reporting Portal: https://australiancricket.sharepoint.com/sites/AustralianCricketRespectResponsibilityPortal</p> <div style="text-align: center;">  </div> <p style="text-align: center;">OR</p> <p>By visiting: https://www.clearviewconnects.com/#/reporter/submit-report</p> <div style="text-align: center;">  </div>

You can choose to remain anonymous, however, this may make it more difficult for CA or ICCT20WC to investigate and address your concerns.

How will my concern be resolved? Will all concerns be investigated?

All concerns raised or reports made with CA or ICCT20WC will be treated seriously. CA and ICCT20WC have a range of internal issue resolution options and the approach taken to address the concern will depend on the nature of the concern or report.

Where appropriate, the concern may be resolved informally. Informal resolution may take a number of forms including the parties involved participating in a meeting, mediation or conciliation facilitated by a Manager, People & Culture or a neutral third party.

Where a matter involving a player or player support personnel is being investigated or managed in accordance with the CA Anti-Harassment Code or the CA Anti-Discrimination Code, the parties involved may participate in conciliation in accordance with the processes set out in those Codes.

Where appropriate because of the seriousness or nature of the issues raised or where informal resolution has not been successful, a formal investigation may be conducted by People & Culture or the Integrity Team. In some circumstances there may be a need for an external investigator to conduct an independent investigation. Investigations with respect to the conduct of players will be conducted in accordance their player contract and/or relevant integrity policy.

Depending on the circumstances, the investigation may include speaking to witnesses and gathering documentary evidence. If the allegations are against another CA or ICCT20WC Personnel, they will generally be advised of the substance of the allegations and given an opportunity to respond.

In situations where CA or ICCT20WC considers it appropriate, CA or ICCT20WC may suspend an individual against whom a complaint is made, on full pay whilst an investigation process is undertaken. Any suspension of a Player must be in accordance their player contract and/or relevant integrity policy.

What support is available?

CA and ICCT20WC Personnel will be given the opportunity to have a support person present at any formal investigation or disciplinary meeting.

The Australian Cricket Employee Assistance Program is available to directors, employees, volunteers, players and match officials. This program is an inclusive service that is sensitive and respectful of individual circumstances, including for example, cultural, linguistic, LGBTQ+, or gender diversities.

Will my concerns or complaint be kept confidential?

CA and ICCT20WC will keep your complaint confidential as far as possible. However, you should be aware that in certain circumstances, where the behaviour complained of is of a serious nature, the person you have reported the concern to, such as your manager, may have a duty to report the matter to a more senior person or an external body, such as the Police.

To ensure that confidentiality and the integrity of the investigation process is maintained CA and ICCT20WC Personnel should not talk with other people about any complaint of discrimination, harassment, bullying or victimisation except as part of the complaint, investigation or counselling process.

Breaching the confidentiality of a formal complaint investigation or inappropriately disclosing personal information obtained in a professional role (for example, as a manager) is a serious breach of this policy and may lead to formal disciplinary action

What if someone makes a false complaint or allegation?

Making a false complaint or allegation about an CA and ICCT20WC Personnel is a serious matter. CA or ICCT20WC Personnel found to be knowingly or without good faith, making a false complaint, may be subject to disciplinary action.

9 WHAT HAPPENS IF THERE IS A BREACH OF THIS POLICY?

CA and ICCT20WC Personnel are required to comply with this Policy at all times.

If an employee (other than a player) breaches this Policy, they may be subject to disciplinary action in accordance with their employment contract, relevant CA or ICCT20WC disciplinary policy and/or integrity policy (where applicable) which in serious cases may include suspension or termination of employment.

If a player breaches this Policy, they may only be subject to disciplinary action in accordance with their player contract and/or relevant integrity policy.

If the Board determines that a director has breached this policy, the Board will take appropriate action.

If a volunteer, agent, or contractor breaches this Policy they may have their engagement with CA or ICCT20WC terminated.

If a third party involved in CA or ICCT20WC, including partners, venues, or their staff members, or other accredited persons fail to behave in accordance with CA's or ICCT20WC's behavioural expectations, CA and ICCT20WC will work with that person's employer to appropriately address the matter.

CA and ICCT20WC reserve the right to revoke the accreditation of any accredited person who breaches the terms of their accreditation, including by failing to behave in accordance with CA's or ICCT20WC's behavioural expectations.