

# BUSINESS TOOLKIT



## GET TO KNOW

WORKPLACE  
STRATEGIES  
TO DEAL WITH  
FAMILY  
VIOLENCE FOR  
BUSINESS  
LEADERS

LOOK INTO THE  
PHYSICAL AND  
PSYCHOSOCIAL  
HAZARDS, THE  
SUPPORT SYSTEMS  
AND PROCESS  
REVIEWS AVAILABLE  
FOR YOU

**GROW  
TOGETHER**



**EMERGENCY  000**

**For life-threatening  
or time critical:**

- Call 000
- Hearing/speech impaired call TTY 106



**IN 2022, EVERY**



**WA POLICE RESPONDED TO A FAMILY VIOLENCE  
INCIDENT (21)**



**1800RESPECT (1800 737 732)**



Available 24/7 (11)



Confidentiality,  
counseling, and support  
services (11)



Free of charge, for anyone  
affected by domestic,  
family, or sexual violence  
(11)



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# HOW TO USE



## STEP BREAKDOWN

### 2. TRAINING & SUPPORT



This section details some short-term and long-term training and support systems that could be introduced into the workplace to help reduce family violence affects and its victims.

### 1. STAKEHOLDER AWARENESS



This section aims to outline what family violence entails for victims and the businesses as well as its legislative relevance to workplace responsibilities.

### 3. EVALUATION



This section details some reflective guides for the workplace after implementing resources and policies surrounding family violence.

#### Purpose of the Business ToolKit

Designed for business leaders from small to large companies, this toolkit offers a suite of collated resources tailored to your needs. In recognition of Domestic Violence Awareness Month, it features soothing purple hues and gentle graphics, sensitively addressing the issue of family violence.



# STEP ONE

## STAKEHOLDER AWARENESS

This chapter provides a streamlined, **professional guide** for **business leaders**, merging **government directives** with strategies to **address Family Violence**.

### DEFINING FAMILY VIOLENCE



### PHYSICAL AND PSYCHOSOCIAL HAZARDS



### IMPACT ON YOUR BUSINESS



### RELEVANT LAWS



# What is Family Violence?



Violence in families, and between intimate partners, has lasting impacts upon those being abused, those perpetrating the violence, and those witnessing it.

The violence can take many forms but the outcome for those who are subjected to it is fear and loss of control of their lives. (22)

Recognising the need for equality in addressing violence, we now accept that family violence warrants the same attention as violence between strangers. Vulnerable individuals within families deserve and have the right to community protection. (22)

Family violence has severe, life-threatening impacts, particularly on children who may develop lasting trauma and disorders. These effects carry long-term emotional and economic costs for individuals and communities. Breaking the cycle of learned violent behavior is crucial to prevent its perpetuation in future generations.(22)



# IMPACT ON BUSINESSES?

Business **leaders** play a **key role** in **recognising signs** of **family violence** to effectively **support employees** and their **business** as a whole. (9)

- Identify variety of **signs related** to **family violence**
- meet workplace **health** and **safety requirements**
- **reduce** overall **stress** within the organisation



## Physical affects (9)

- **unexplained injuries** such as black eyes, bruises
- inability to take work related trips
- appearing **distracted**, **distressed** or overly jumpy
- excess or unplanned **absences** or lateness
- personal calls, texts or visits making the employee stressed

## Psychosocial affects (9)

- **anxiety** or fearfulness
- social **withdrawal**
- **lack of concentration** or difficulty making decisions
- traumatic life events

Productivity Impacts :

- **Increased absenteeism** and **staff turnover**
- **Lower performance** and **productivity**
- **Work conflicts**

Workplace health and safety impacts: (9)

- **Harassment** and stalking places victim in **danger**, also risking **coworkers safety**.



**Mentally unhealthy** workplaces set to cost Australia **\$12.8b a year** in **absenteeism**, **lowered productivity** and **workers compensation** payments (3)

# LAW

## NATIONAL PLAN & WORK SAFETY



### National Plan

- Australia's **National Plan to End Violence against Women and Children 2022-2032** fulfills UN conditions to reduce violence against women by focusing on prevention, early intervention, response, recovery, and healing. (7)
- Take a **part of Action 3** which focuses on **gender equality, economic security,** and providing **family violence resources** in the workplace. (7)



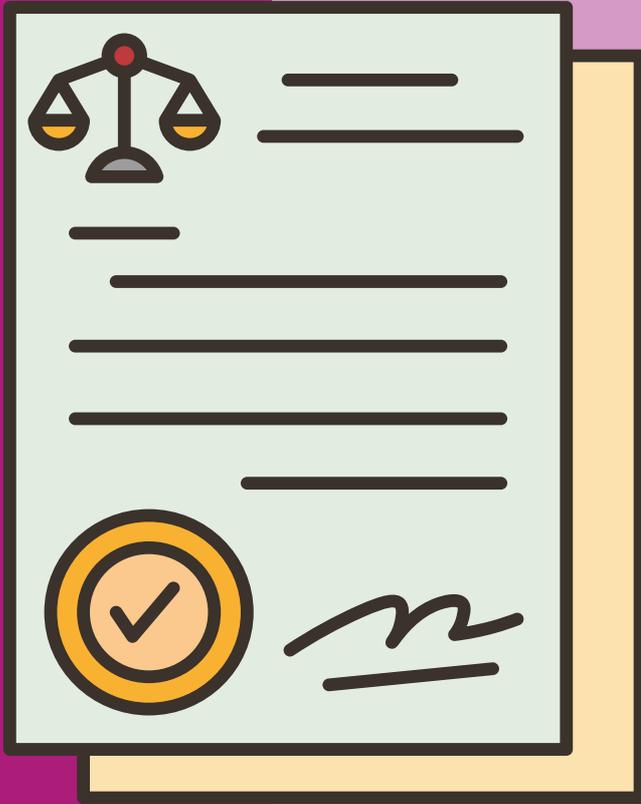
### Employer's Responsibility

- **Leverage the Fair Work Act 2009 s65:** Company may offer flexible work to support employees facing family violence, enhancing your team's resilience as workers have the right to request. (18)
- Comply with **Work Health and Safety Act 2011:** Equip your company and workforce with practical tools, through training, policies, processes and procedures, to effectively address family violence.(6)
- **Leverage support from the Australian Human Rights Commission guidelines:** Formulate and implement proactive strategies for family violence prevention, steering your business towards a safer, more inclusive future. (2)



# LEGAL JURISDICTIONS

## LEAVE & PSYCHOSOCIAL HAZARDS



### Federal Jurisdiction

- Fair Work Amendment (Paid Family and Domestic Violence Leave) Act 2022, employees under the national industrial relations sector are entitled to **ten paid leave days** within a twelve-month period (19).
- It is important for Companies/Organisations to understand their requirements such as: to identify and manage hazards and risks affecting workers' **psychological** health and safety according to the Commonwealth Work Health and Safety Act 2011 (6).

### State Jurisdiction

- Employees under the Western Australian state industrial relations have **5 unpaid leave days** within a 12-month period according to the Minimum Conditions of Employment Act 1993 (19).
- Family violence is recognised as a workplace **psychosocial hazard** according to WA's Department of Mines, Industry Regulation and Safety under the Occupational Safety and Health Act 1984. (12)



# STEP TWO

## TRAINING & SUPPORT



Our chapter on **training** and **support** for **business leaders** goes beyond responsibility; **it's a strategic asset.**



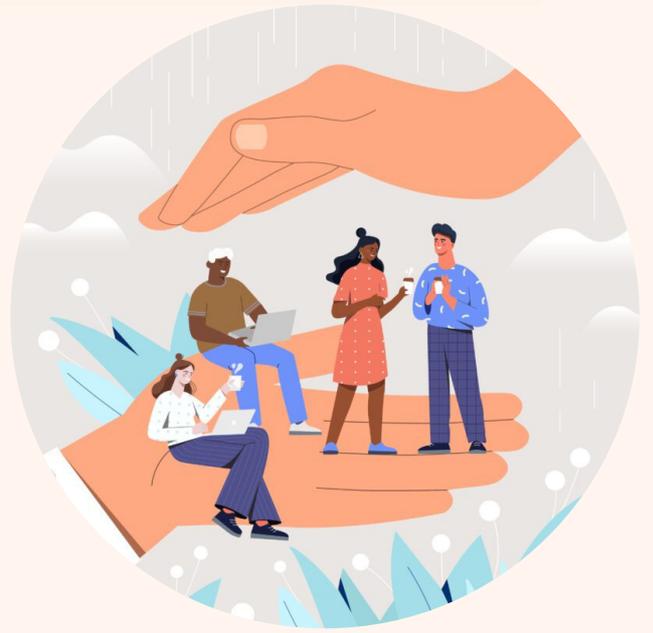
**This dual-strategy approach includes:**

In the short term, discover cost-effective and swift strategies that provide rapid assistance.

For the long term, explore initiatives tailored to both individual and large-scale levels, gradually transforming workplaces into strongholds of support for victims of family violence.



# Short Term Strategies



Implementing **cost-effective strategies** to **support employees dealing with family violence** is both a **strategic investment** and an **act of compassion**.

This approach **supports** the enhancement of **workplace morale** and **positions** your **company** as a **responsible leader** in the community, **bolstering** its **resilience** and **reputation**.



Below are some Ideas for businesses to implement:

#### A) Advertising **1800RESPECT**

- Printing posters for Toilet and Kitchen areas
- Sharing Social-Media posts from 1800RESPECT, Police etc.
- Post the pro-active things your company do in this space on social media and in your news letters. (2)

B) Internal and external notices on public days that are centered around family violence. (2)

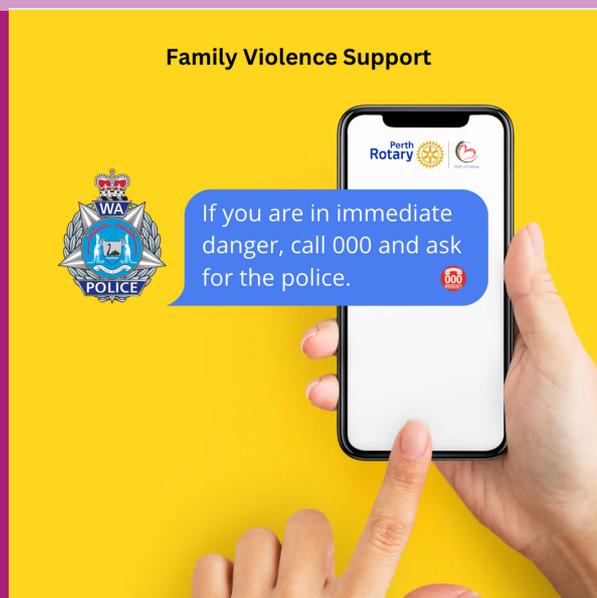
C) Three-minute **e-learning** modules on family violence. (2)

# INFER & DEFER

EXAMPLES

## A.) ADVERTISE

Promote lifesaving resources like 1800 RESPECT or 000 through social media and discreetly in private workplace areas. This enables employees to access vital information privately, such as in bathroom cubicles or via email, ensuring support is always accessible.



Dear employees,

Check out the following site as we join in on the 16 Days of Activism!  
<https://www.unwomen.org>

## B.) AWARENESS

Foster an environment that recognises the hardships women face and opens the conversation to family violence by celebrating days such as International Women's Day, 16 Days of Activism and more (2).

## C.) E-LEARNING

Short compulsory modules at the beginning of worker's induction maximises memory retention and establishes a no-bullying policy in your workplace. It is important to not overload information and highlight support systems such as 1800 RESPECT (2)

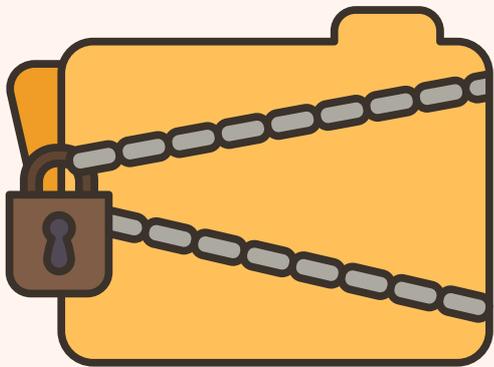
**Where can victims of family violence reach support (more than one can apply)**

- 1800 RESPECT
- 000
- WA Police

# LONG TERM

## INDIVIDUAL LEVEL

Long-term strategies value adds to a resilient, loyal workforce and transform the work culture (15)



establish **confidential reporting** during work hours. This includes **concealing relevant information on payslips** such as leave days, ensuring HR reporting, and **manager awareness.** (9)

Providing **separate** and **confidential counselling services.** E.g. free online access to government endorsed NGO services for victims of family violence (9)



Implementing **Employee Assistance Programs**, ensuring providers and **key staff are trained** in family violence **identification** and **response** (2).

# LONG TERM

## LARGE SCALE

### Work Environment

- conduct **targeted workshops** with relatable speakers (10)
- establish **open communication forums** with respect given to privacy and comfort (10)
- Partner with **local domestic violence services** (2)
- raise awareness of **leave entitlements** under National/State Employment Standards (9).
- implementing a company family violence policy (9)



### Perpetrator support/accountability

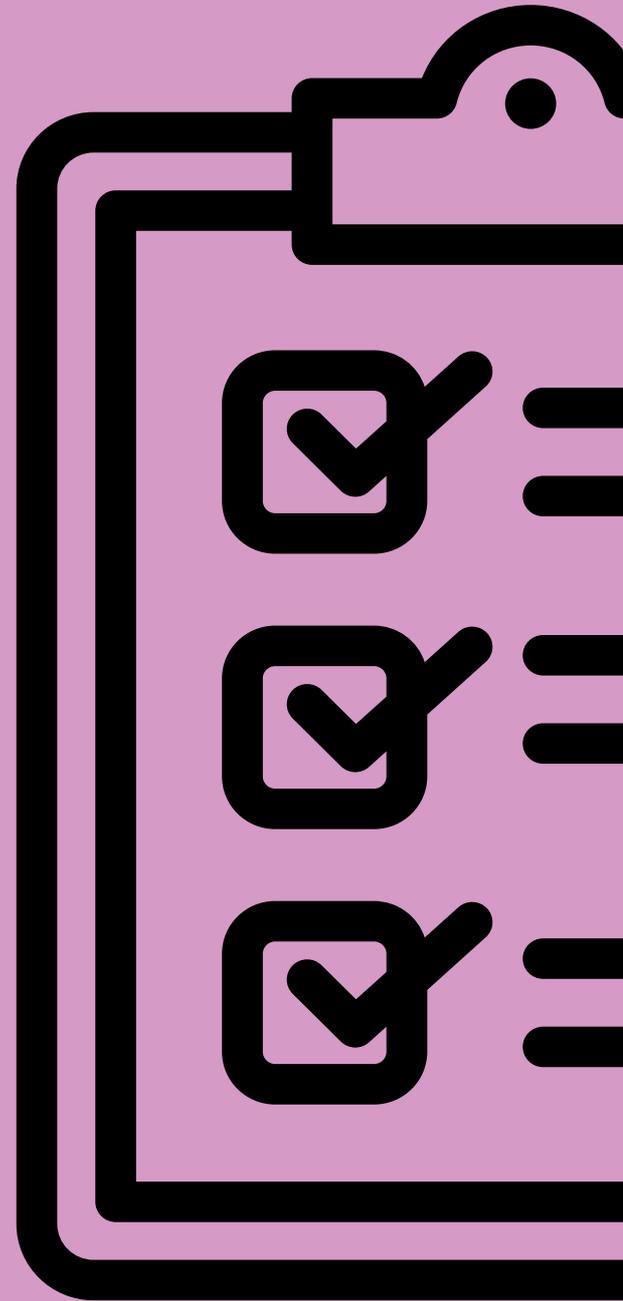
- **implementing accountability measures** (2)
- **minimising misuse of resources.** This may involve **monitoring**, restricting access to certain programs, or changing duties (2)
- Additionally businesses can refer to services like a **men's helpline** or a **women's helpline** for confidential support and assistance from management (2)



# STEP THREE

## EVALUATION

This chapter delves into the importance of result evaluation in business. It covers how systematic assessment of strategy effectiveness can guide improvements, drive informed decision-making, and facilitate market adaptability. The focus is on enhancing efficiency and fostering long-term sustainability.



## (1) Reflection

- How are the short and long-term strategies going?
- What is the rate of staff turnover?
- Is the staff working environment safe? Are they feeling comfortable?



## (3) Imply outsider influence - culture adoption

- How does it impact your community?
- A local domestic violence service may be a useful partner for training (2)
- “Community Partnerships” activities can have the partnership with local community organisations to enhance the network of support available to employees. This can introduce external cultures and imply the ideas to develop the organisation each other.

# Examples



## (2) Risks

**Risk:** Managed at various levels within the organisation.

- The committee oversees risk management, ensuring a safe working environment and addressing family violence responsibilities.

**Quality:** service delivery

- Measured by internal metrics, focusing on maintaining appropriate behavior standards.

**Audit:** compliance activities

- Involves regular auditing of risk and governance.
- Questions compliance with current laws, particularly concerning family leave.
- Ensures thorough compliance with policies, procedures, and guidelines, maintaining alignment with any changes in one area affecting the others.

# Support Services

## The Salvation Army

The Salvation Army Australia is an international Christian movement and they are involved in national issues while also bringing hope to people who may be experiencing hardship or injustice (16).

<https://www.salvationarmy.org.au/>



## Yourtoolkit

Yourtoolkit provides a free step-by-step guide on personal safety, support services and money matters for people facing family and domestic violence (13).

<https://yourtoolkit.com/>

## Our Watch

Our Watch is a national leader in the primary prevention of violence against women and their children in Australia (15).

<https://www.ourwatch.org.au/what-we-do/>

## 1800 RESPECT

This is a national line for support, counseling and information regarding family violence (11).

1800Respect:

<https://www.1800respect.org.au>

# 1800RESPECT

NATIONAL SEXUAL ASSAULT, DOMESTIC  
FAMILY VIOLENCE COUNSELLING SERVICE

## 000

If you or someone you know are in emergency or in unsafe environment, call 000 (12).

000:

<https://www.triplezero.gov.au/>

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