

# Domestic and Family Violence Support Policy

Our people are our greatest asset and we will provide support to them in times of need.

The policy outlines the support, recommended processes and entitlements available for employees who are affected by domestic and family violence.

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## PART 1. Introduction

Our people are our greatest asset and we will provide support to them in times of need. The policy outlines the support, recommended processes and entitlements available for employees who are affected by domestic and family violence.

## PART 2. Purpose of the Policy

The purpose of the Policy is to outline the support available for employees who are affected by domestic and family violence.

## PART 3. Scope

The policy applies to all TPL employees.

The policy is to be read in conjunction with the following TPL policies:

- Work Health and Safety Policy

- Equality and Diversity Policy
- Discrimination Harassment and Bullying Policy
- Values Statement

## PART 4. Responsibilities – Employer

- i. Provide affected employees with support that is appropriate, timely, positive and in confidence.
- ii. Make employees aware of domestic and family violence and ensure all employees are equipped with appropriate support, knowledge and skills to respond appropriately.

## PART 5. Responsibilities – Employee

- i. Comply with safety, privacy, discrimination, harassment and bullying legislation
- ii. Conduct themselves in good faith and in line with the code of conduct / handbook

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## PART 6. Responding to Employees

- i. Leave arrangements:
  - a. Paid Domestic and Family Violence Leave in line with Fair Work guidelines
  - b. Leave without pay
  - c. Special pay
  - d. Personal / carers leave (if supporting a member of family / household who is affected by domestic and family violence)
- ii. Flexible working arrangements (subject to operational requirements and reasonable business grounds)
- iii. Individual support and support services
  - a. Confidential discussions available with their supervisor
  - b. Employee Assistance Program
  - c. Help from the company to get the support required depending on the individual situation.

- d. Return to work processes when returning from leave

## PART 7. Confidentiality and Disclosure

An employee who discloses that they are currently affected by domestic and family violence will be treated fairly in terms of the employment, career development, or when impacted as a result of that disclosed.

An employee who raises genuine concerns about colleagues affected by domestic or family violence will also be treated fairly and confidentially.

All Employee-related information relating to domestic and family violence will be treated as confidential. Information will only be released if required by Regulatory Compliance Instruments or to maintain the safety of an employee or any other individual.

## PART 8. Document approval

This document is approved on the date of the last signature below.



Nick Savvas  
CEO



John Christou  
General Manager

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