**Participant worksheet: Benchmarking the Gender Equality Act (2020) standards and requirements to my organisation**

This template allows you to assess standards and determine if they would work or not for the organisation you work or volunteer for. The Gender Equality Act (2020) was selected as an example of how this method can be used to compare standards that are set out in government documents.

Standards set out the recommended minimum level of workplace gender reporting.

**Tip:** *remember, this activity is about workforce equality policy development for your organisation.*

| **Gender Equality Act (2020) in my organisation** | | | |
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| **Obligations** | **Standards and Requirements** | **List the reasons why the requirements would not work for your organisation.** *(Tip: Think about systems, resources and organisational culture)* | **List the reasons why the requirements would work for your organisation.** *(Tip: Think about systems, resources and organisational culture)* |
| PLAN:  Gender Equality Action Plan. | Collect data on the overall gender composition of your organisation’s workforce, by: employment basis (full time, part time and casual) and characteristics such as: racism Aboriginality, religion, ethnicity, disability, age, sexual orientation and gender identity[[1]](#footnote-0) |  |  |
| PROGRESS  Publicly report the progress being made by the organisation you work/volunteer for in relation to workplace gender equality. | Progress reports need to include a list of the policies, programs and services that are subject to a gender impact assessment |  |  |
| PROMOTE  Promote gender equality in organisational policies and services that impact your community. | Under section 7 of the Act (Duty to promote gender equality), a public sector organisation delivers services that consider, support and encourage gender equality. |  |  |
| REPORT  Complete your organisations [gender impact assessments](https://www.genderequalitycommission.vic.gov.au/gender-impact-assessments) to think about how policies and services will meet the needs the different needs of women, men and gender diverse people. | Explain how the policy, program or service will be changed to better support Victorians of all genders and promote gender equality |  |  |

**Learning outcome**- Align your service and advocacy efforts to a legislative framework.

1. The Act requires organisations to consider these when developing strategies and measures to promote gender equality. (Source: Commission for Gender Equality in the Public Sector) [↑](#footnote-ref-0)