

# Kaupapa-here | Equal Employment Opportunity Policy

## Mō wai me te whānuitanga | Audience and scope

This Policy applies to Te Pūkenga Council members, Te Pūkenga advisory committee members and all employees of Te Pūkenga, including contracted staff, consultants and secondees providing services for Te Pūkenga, and those on fixed term contracts (collectively referred to as **Employees** in this policy document).

## Mokamoka whakaaetanga | Approval details

|   |  |                     |                 |
|---|--|---------------------|-----------------|
| Version number  | 2                                      | Issue date          | 1 June 2022     |
| Approval authority                                      | Te Pūkenga Council                     | Date of approval    | 30 May 2022     |
| Policy sponsor (has authority to make minor amendments) | Director People, Culture and Wellbeing | Policy owner        | Chief Executive |
| Contact person  | Keri-Anne Tane                         | Date of next review | 1 December 2022 |

## Ngā whakatikatika | Amendment history

| Version | Effective date | Created/reviewed by | Reason for review/comment  |
|---------|----------------|---------------------|--|
| 1       | 1 April 2020   |                     | New policy   |
| 2       | 1 June 2022    | Legal and Risk      | High-level review and rollover pending confirmation of operating model and structure |

## Ngā Ihirangi | Table of Contents

|  |   |
|--|---|
| Ngā whakatikatika   Amendment history .....                        | 1 |
| 1. Pūtake   Purpose.....   | 3 |
| 2. Te Pae Tawhiti   Te Tiriti o Waitangi Excellence Framework..... | 3 |
| 3. Ngā Mātāpono   Principles .....                                 | 3 |

## Kaupapa-here | Equal Employment Opportunity Policy

### 1. Pūtake | Purpose

The purpose of this policy is to ensuring everyone has equal access to equal employment opportunities, regardless of gender, race, ethnicity, marital status, age, disability, sexual orientation, family status, religious or ethical beliefs, political opinion, or union affiliation.

### 2. Te Pae Tawhiti | Te Tiriti o Waitangi Excellence Framework

The Council of Te Pūkenga acknowledges that this Policy has been adopted while there is ongoing work being carried out to consider how Te Pae Tawhiti - Te Tiriti o Waitangi Excellence Framework should be fully embedded in the Policy. The Council notes that Te Pūkenga is still on its transition journey and, as it matures, this Policy and others will be reviewed to ensure they align with the new Operating Model and reflect Te Pae Tawhiti best practice.

### 3. Ngā Mātāpono | Principles

- 3.1. Equal employment opportunities (EEO) nurture and enable a diverse workforce, reflecting community diversity at all levels of Te Pūkenga.
- 3.2. As well as gaining the internal benefits that different viewpoints, experiences and cultural perspectives bring to an organisation, having a diverse workforce is critical to effective relationships with the range of stakeholders, Te Pūkenga needs to work alongside. Key stakeholders Te Pūkenga needs to build effective relationships with include Iwi Māori, Pasifika communities and special education needs groups.
- 3.3. Te Pūkenga values all employees and will promote a safe, supportive, and responsive environment.
- 3.4. Accordingly, Te Pūkenga will treat you with respect and dignity. You must also treat others with dignity and respect in the course of carrying out your duties and responsibilities.
- 3.5. When recruiting, Te Pūkenga will seek to appoint the best candidate for a role while at the same time ensuring equal employment opportunities.
- 3.6 This policy applies to all Te Pūkenga activity including recruitment, remuneration, workplace culture and dealing with external parties.