

Diversity and Inclusion Policy

College Statement

The Royal Australian and New Zealand College of Obstetricians and Gynaecologists (RANZCOG/College), recognises that being a membership organisation composed of staff, trainees and members with differing skills, experiences, perspectives, races, ages, genders, expressions, sexual orientations, disabilities, and cultures, leads to improved decision-making and better outcomes for patients.

The College is committed to a culture of diversity and inclusion that embraces and celebrates the differences and similarities within our staff, trainee, and member workforce.

RANZCOG recognises that diversity and inclusion improve our ability to attract, retain, motivate, and develop the best talent, create an engaged workforce, and deliver the highest quality services to our members, trainees, and our community.

RANZCOG's Diversity and Inclusion Policy provides the framework by which RANZCOG actively manages and encourages diversity and inclusion across the organisation.

1. Scope

This policy applies to:

- College members defined in the RANZCOG Constitution clause 3 as being 'members' of the College and includes the categories of membership of Fellow, Honorary Fellow, Retired Fellow, Member, Associate (Procedural and Advanced Procedural) Member, Associate Member, Educational Affiliate, Certificant, International Affiliate, Prevocational Affiliate – RANZCOG and PVOGS, Trainee Affiliate and Midwife Affiliate.
- Trainees including Specialist International Medical Graduates (SIMG) on the pathway to Fellowship or certification in a Subspecialty of Obstetrics and Gynaecology.
- College staff members.
- Contractors and volunteers.
- Any external individual serving on a RANZCOG body or representing the College in other forums.
- A person with whom RANZCOG works to deliver programs including local and international partners, organisations, and participants.

2. Definitions

- a. *Diversity* refers to the visible and invisible differences that exist between people including (but not limited to) disability, sexual identity, sexual orientation, gender identity and expression, age, race, ethnicity, religion, culture, physical impairment and relationship and parental status. Diversity also

encompasses the ways people differ in terms of their educational background, life and working experiences, carer responsibilities, socio-economic background, and geographical location.

- b. *Inclusion* refers to an environment that makes every individual or group feel comfortable and safe to speak up and be themselves, where similarities and differences are not just accepted, but are valued and utilised to achieve a common goal or objective.

3. Practices & Commitments

RANZCOG will:

- promote and encourage a diverse organisation by fostering an environment of mutual learning, respect and appreciation of differences;
- seek to ensure its business practices and processes do not prevent equal opportunity within the organisation;
- empower staff, members and trainees to grow and develop in an inclusive, safe and flexible way;
- support fair remuneration and the objectives of pay equity;
- ensure appropriate and ongoing training and development of cultural safety education and application for all the College Board, Council, committees, staff, members, trainees, and training supervisors
- be an equal opportunity employer; and
- observe relevant laws in this area, that apply in all jurisdictions in which RANZCOG operates, including across Australia and Aotearoa New Zealand.

3.1 Members and Trainees

- RANZCOG is committed to achieving and maintaining gender balance in leadership positions across the organisation and in our Board, Council, committees and working groups.
- RANZCOG is committed to ensuring the membership and leadership of our committees and working groups reflect a diversity of backgrounds, knowledge, and experiences.
- RANZCOG abides by robust, fair, and transparent elections and Expressions of Interest (EoI) processes for the selection of members to committees and working groups of the College, to encourage diversity of membership.
- RANZCOG conducts elections in an open, independent manner using secure online election software ensuring that equal opportunity is afforded to all eligible members and trainees to participate in the elections process.
- RANZCOG offers flexible part-time training options for trainees, to support parental or other life commitments.
- RANZCOG endeavours to ensure that all members and trainees, who are directly involved in business of the College, undertake regular compliance training relating to anti-discrimination, harassment and bullying and equal employment opportunity through its Bullying, Harassment and Discrimination Policy.

3.2 Staff

Recruitment and development

- RANZCOG is an Equal Opportunity Employer committed to employing the best people to do the best job possible regardless of disability, sex, sexual orientation, gender identity and intersex status, age, race, ethnicity, religion, culture, physical impairment, relationship and parental and carer status or any other attribute.
- RANZCOG follows a fair recruitment and interview process in which all candidates are considered based on their skills, qualifications, and alignment with College values. This ensures that there is no direct or indirect discrimination throughout the selection and appointment process.
- RANZCOG will seek advice where applicable, from relevant experts and representative bodies such as disability support agencies, migrant and refugees or Aboriginal and Torres Strait Islander / Māori organisations to improve our recruitment and workplace practices.
- RANZCOG encourages the advancement of our staff and provides fair and equal access to professional development opportunities.
- RANZCOG will advance staff based on their performance and merit.
- RANZCOG strives to enhance opportunities for success and will move quickly to specifically address any areas for improvement that are identified.

Remuneration, recognition, and reward

- RANZCOG is committed to ensuring there is no direct or indirect discrimination towards or against College staff regarding the remuneration they receive for their work.
- RANZCOG will ensure gender pay equity for staff and will take proactive steps through our recruitment, remuneration review and benchmarking processes to eliminate gender pay gaps across the organisation.
- RANZCOG will recognise and reward the achievements of our staff based on their performance and merit. Performance review processes will be applied consistently and fairly to all staff.

Flexible work arrangements

- RANZCOG recognises the value of providing flexible work arrangements for staff to balance personal and work responsibilities.
- RANZCOG is committed to ensuring equal access to parental leave for all staff so that everyone can fully participate at home and at work. Similarly, RANZCOG is committed to ensuring carers of all types can balance caring commitments alongside work.

3.2 External communication and interaction

- RANZCOG will consider how we can most effectively reach a diverse audience, including through our website, social media, use of plain and inclusive language and participation in conferences and other forums.

- RANZCOG will endeavour to host events that are physically accessible and timed in a way that accommodates the needs of a diverse range of individuals.
- RANZCOG endeavours to have diversity of experience, gender and background in our speakers and panellists at all RANZCOG events.

4. Accountabilities and Responsibilities

All diversity and inclusion programs and initiatives at RANZCOG will be monitored by the People, Wellbeing and Facilities Department who will report on progress and make recommendations to the Executive Leadership Team (ELT) and Gender Equity and Diversity Working Group (GEDWG) who will report to the RANZCOG Board.

Board, Council, CEO, Executives and Managers are responsible for:

- approving this policy and monitoring its effectiveness;
- creating and maintaining an inclusive organisation;
- being role models for inclusive behaviours and communicating their commitment to the principles set out in this policy;
- minimising bias in relation to decision making and ensuring consistency of approach;
- ensuring their teams adhere to the principles set out in this policy, RANZCOG's organisational values, other related policies, and Code of Conduct;
- taking all reasonable steps to prevent harassment and discrimination from occurring; and
- ensuring discrimination and harassment complaints are investigated and resolved in accordance with legislative requirements and other relevant policies.

College staff, members and trainees are accountable for:

- respecting the diversity of others and demonstrating inclusion through RANZCOG's organisational values, policies and Code of Conduct;
- creating an inclusive environment that is free from discrimination, harassment and bullying;
- enhancing their awareness of potential unconscious bias and how that might hinder our ability to be more inclusive and collaborative with one another.

5. Policy Breaches

Failure by College Staff to comply with Policy will be dealt with by the Chief Executive Officer or the People, Wellbeing and Facilities Department and may be subject to remedial and disciplinary action up to and including termination as per Grievance and Complaints Policy and Procedure.

6. Monitoring and Review

RANZCOG will:

- monitor and amend this policy from time to time as required, to determine its continued effectiveness; and
- encourage members, trainees, and staff to provide feedback on the policy.

7. Related RANZCOG Documents

RANZCOG Code of Conduct

RANZCOG Organisational Values

RANZCOG Wellbeing Position Statement

RANZCOG Complaints Policy

Grievance and Complaints Policy and Procedure

RANZCOG Bullying, Harassment & Discrimination Policy

RANZCOG Organisational Values Awards

Media Policy

Training and Development Policy and Procedure

Hybrid Working Policy

Flexible Working Policy and Procedure

Parental Leave Policy and Procedure

Te Rautaki Māori me Te Ara Whakamua

Inclusive Language Statement

Cultural Safety Framework (yet to be developed)

Policy Version:	Version 2
Policy Owner:	RANZCOG Office of the President and CEO
Policy Approved by:	RANZCOG Board
Review of Policy:	December 2024