

This policy has been developed for MFC Personnel. This includes Trainers & Assessors, Administration, Sales & Marketing, and Directors.

My Freight Career (MFC) is an equal opportunity employer and is committed to developing policies and practices that eliminate discrimination and harassment in the workplace, its training programs, and the provision of its services.

This policy is designed to ensure fair and equal access for all Candidates, Learners, Hosts, Employers, and MFC Personnel regardless of their gender, sexuality, race, nationality, ethnic background, age, marital status, religion, pregnancy, political convictions, physical disability, or intellectual impairment.

MFC aims to create a training and work environment free from all forms of discrimination and harassment, including sexual harassment. Access and Equity ensures fairness and can be achieved through practices that are free from bias or discrimination. It provides individuals with the opportunity to access, participate in, and achieve outcomes of vocational education and training.

MFC is committed to providing fair and equitable learning and working environments for all Candidates, Learners, Hosts, Employers, and MFC Personnel. As an RTO, MFC aims to offer training programs that allow equality of educational opportunity to all candidates and learners.

MFC has a legal responsibility to ensure that all reasonable steps have been taken to prevent discrimination and harassment from occurring in the workplace and training environment. This policy has been designed to ensure My Freight Career's compliance with both state and the following commonwealth legislation:

- Age Discrimination Act 2004
- Australian Human Rights Commission Act 1986
- Disability Discrimination Act 1992
- Racial Discrimination Act 1975
- Sex Discrimination Act 1984
- Workplace Gender Equality Act 2012
- Fair Work Act 2009

Procedure

- During induction for new MFC employees, the principles of access and equity will be highlighted.
- MFC, through all of its staff and stakeholders, adopts and implements an inclusive, non-discriminatory approach to all that it does with respect to potential and existing clients and learners, including but not limited to recruitment, selection, and provision of training, assessment, and support services
- Principles of Access and Equity are embedded in all MFC training & assessment processes that affect outcomes for clients and learners
- MFC maximizes the outcomes for all clients and learners through responsiveness to their individual needs

- Equitable access is available for all learners and clients to quality training and assessment services, opportunities, activities and choices, organisational facilities, equipment, resources, and personnel
- MFC, through its staff, identifies and is responsive, at all times, to the diverse needs of all stakeholders within the constraints of available resources
- MFC is compliant with the provisions of the Federal and State Anti-discrimination and Equal Opportunity legislation and regulations at all times.
- Access and Equity principles are incorporated into the development and deployment of new MFC training products, services, policies, procedures, practices, and/or systems
- Unlawful discrimination does not exist whatsoever or is eliminated in all areas of MFC operations, activities, environment, and practices
- The protection afforded to all individuals under the law is upheld in all that MFC does, and MFC is in full compliance with all Federal and State anti-discrimination and equal opportunity legislation and regulations at all times

Equal opportunity and, access and equity requirements apply to MFC Personnel, Candidates, and Learners who are enrolled in any training program offered by MFC. Each Candidate and Learner has the right to be treated fairly and to conduct their training in an environment that is free from harassment and/or discrimination.

MFC Directors will be responsible for the implementation of and the timely distribution (available on the My Freight Career website <https://myfreightcareer.com.au/governance-and-disclosure/>) of this policy to its employees and clients