



Office of the Anti-Discrimination Commissioner

Obligation of organisations

Section 104 of the *Anti-Discrimination Act 1998* (Tas) says organisations must take reasonable steps to make sure its members, officers, employees and agents:

- Are aware of discrimination and other unlawful conduct (called 'prohibited conduct') under the *Anti-Discrimination Act*;
- Don't engage in, repeat or continue discrimination and other prohibited conduct under the *Anti-Discrimination Act*; and
- Are aware of any orders of the Tasmanian Civil and Administrative Tribunal that are relevant to them.

Organisations that do not do this are liable for any breach of the *Anti-Discrimination Act* by any of its members, officers, employees or agents.

What are reasonable steps?

- Having policies about discrimination and prohibited conduct under the *Anti-Discrimination Act*.
- Making sure all members, officers, employees and agents know about policies and procedures.
- Having regular training for members, officers, employees and agents about discrimination and prohibited conduct.
- Having a complaint procedure.
- Checking to make sure policies and procedures are being followed.
- Dealing with any internal complaints quickly and fairly, following policies and procedures.

Education and training

Office of the Anti-Discrimination Commissioner provides training and education on discrimination and other conduct prohibited by the *Anti-Discrimination Act*.

Free community education sessions are available for not-for-profit organisations, schools and community groups.

For more information see separate brochure: *Education and Training*.

Office of the Anti-Discrimination Commissioner

Phone: 1300 305 062 (in Tasmania) or (03) 6165 7515

E-mail: complaints@antidiscrimination.tas.gov.au

Office: Level 1, 54 Victoria St, Hobart TAS 7000

Post: GPO Box 197, Hobart TAS 7001

www.antidiscrimination.tas.gov.au