

INFORMAL COMPLAINTS PROCESS



HAS SOMEONE MADE YOU FEEL UNCOMFORTABLE OR UNSAFE AT AN AUSTRALIAN GREENS EVENT OR IN AN AUSTRALIAN GREENS WORK ENVIRONMENT?

SPEAK TO THE AUSTRALIAN GREENS NATIONAL MANAGER OR AN AUSTRALIAN GREENS CO-CONVENOR ABOUT WHAT HAPPENED

An informal resolution process will commence

OR

IF APPROPRIATE:
The matter may be referred to the relevant member body's process

This will be discussed with you, and you will be provided with support

Mediation or conciliation to establish what occurred and whether the conduct was appropriate
*You are welcome to bring a support person

The complaint may be resolved through discussion and an apology, and a commitment that the behaviour will not recommence or recur

The complaint may be referred to the formal complaint resolution process for formal investigation

Training, or other systemic measures, may be undertaken for members, staff or volunteers

The matter may be closed without further action

ALL IN CONSULTATION WITH YOU

CONTACTS:

The Australian Greens National Manager is Brett Constable. You can contact Brett on: **brett.constable@greens.org.au**

Contact the Australian Greens Co-Convenors on: **convenor@greens.org.au**

FORMAL COMPLAINTS PROCESS



HAS SOMEONE MADE YOU FEEL UNCOMFORTABLE OR UNSAFE AT AN AUSTRALIAN GREENS EVENT OR IN AN AUSTRALIAN GREENS WORK ENVIRONMENT?

SPEAK TO THE AUSTRALIAN GREENS NATIONAL MANAGER OR AN AUSTRALIAN GREENS CO-CONVENOR ABOUT WHAT HAPPENED

WITHIN 14 DAYS:

A formal complaint process will commence

OR

IF APPROPRIATE:

The matter may be referred to the relevant member body's process

This will be discussed with you, and you will be provided with support

1. An investigator will be appointed.
2. The complainant and respondent will be interviewed separately (both of you are welcome to bring a support person).
3. Findings will be as to whether the alleged conduct took place and whether it constitutes sexual harassment.
4. Where appropriate, recommendations will be made for disciplinary action.

Investigation will take place within 30 days*

NOTE:

The Australian Greens are unable to resolve matters of a criminal nature, but we are committed to supporting you in any way possible.

The formal complaint process may result in recommendations for systemic changes in some circumstances, such as additional training or counselling. These recommendations will be discussed with you.

* Unless a decision is made to extend the timeframe