

Australian Defence Apparel

Indigenous Participation Plan

2021 - 2026

RELEASED DATE

NOVEMBER 2021

UPDATED MAY 2022

ada.com.au

Contents

Indigenous Participation Plan

Introduction	1
Objectives	2
Definitions	3
NSWPF Action Citizen Program - Our Journey So Far	4
Future Support	5
Actions: Relationships	6
Actions: Respect	7
Actions: Opportunities	8
Monitoring & Reporting	10

Introduction

Australian Defence Apparel Pty Ltd (ADA) acknowledge Indigenous people as being the original owners of their lands and the importance of preserving their culture and customs.

We pay our respects to their Elders both past and present and extend that respect to all Aboriginal and Torres Strait Islander People.

ADA acknowledges the past, recognises the present and looks forward to contributing to a better future through building strong relationships with indigenous communities and creating increased opportunities for employment and engagement within our business and supply chain.



This is an interactive PDF designed to enhance your viewing experience. The best way to view this statement is with Adobe Reader. Click on the links on the contents page or use the home button to navigate this document.

Objectives

Our Indigenous Participation plan (IPP) has been structured according to the three pillars of reconciliation and our objectives have been aligned to these:

Relationships

- To support our people to develop respectful and mutually beneficial relationships as they engage with Indigenous people and businesses through education and training;
- ADA's aim is to build respectful connections and relationships with Indigenous people and communities by building partnerships with key stakeholders to identify opportunities for mutually beneficial indigenous employment and other participation opportunities.

Respect

- ADA's intends to increase appreciation and understanding of Indigenous culture and issues within our organisation and develop an inclusive company culture which acknowledges Indigenous culture and values.

Opportunities

- ADA will promote engagement with Indigenous personnel and suppliers with the industry experience, knowledge and capability to deliver products and services in support of our customers and the communities in which they operate – thereby increasing indigenous business' ongoing involvement in our future growth.
- ADA will support sustainable growth of Indigenous businesses through procurement of goods and services where possible.

These pillars will provide us with a strong foundation as we continue to develop our Indigenous Participation Plan

Definitions

Indigenous Business:

For the purpose of this IPP, an Indigenous business is one that is a registered or certified member of Supply Nation which maintains lists of Indigenous businesses that are reviewed and audited on a regular basis.

Addressable Spend:

For the purposes of reporting our percentage of Indigenous spend, some appropriate exclusions may need to be considered from the total spend value. These may include specialised goods and services with very limited opportunities for Indigenous participation.



Our Journey So Far

ADA have been supporting the Active Citizen Program run by NSWPF for indigenous youth since 2016 in the Tweed Byron Police District, and from 2017 in the Central West NSW (Parks).

The program is run in partnership with Local Aboriginal Elders and respected community members and other local community organisations. Its purpose is to promote and encourage positive interaction between Aboriginal Youth and local police.

The support provided by ADA is a combination of specialised apparel with various indigenous design inclusions and footwear. Two of our employees have also volunteered their time to provide presentations and guidance to the participants each year.

Apparel supplied to all course participants and instructors has included Jackets, polos (with indigenous design application) and footwear. ADA employees assisted with the mentoring and supervision of participants in activities such as indoor rock climbing to develop trust building, hiking to the summit of Mount Kosciusko as well as leading discussions and mentoring sessions around resilience.

These activities could not be run during 2020 - 21 due to restrictions imposed from COVID.

Future Support

In 2022 the Central West district are running the Active Citizens Program again. ADA have confirmed our continued support for the planned program in November 2022. In addition to providing similar support to previous years we will look to provide coffee flasks and supporting the engagement of an indigenous artist to teach the participants how to apply indigenous artwork to the items provided for them to keep.

We look forward to continuing our relationship with this valuable program as we further our Indigenous Participation Plan and develop new relationships with new Aboriginal businesses and additional mentoring programs.

Polo Supplied as part of the 2018 program



Actions: Relationships

Objective	Activity	Responsibility	Start Date	Outcomes
Adopt a governance structure to ensure we are accountable for our commitments	<ul style="list-style-type: none"> Establish an IPP Committee to actively monitor the development, implementation of actions, tracking of progress and reporting Establish terms of reference for the IPP Committee Report progress to the Management Group as part of the management review meeting 	<p>Board/ CEO/ Compliance Manager</p> <p>Compliance Manager</p> <p>Compliance Manager</p>	<p>September 2021</p> <p>September 2021</p> <p>June 2022</p>	<ul style="list-style-type: none"> Action items from meeting recorded in Monday.com Quarterly reporting on the progress made against the actions identified in this IPP Meeting Charter IPP Status Report
Build relationships through celebrating National Reconciliation Week (NRW)	<ul style="list-style-type: none"> Circulate Reconciliation Australia's NRW resources and reconciliation materials to all employees Encourage employees at all levels to participate in at least one external event to recognise and celebrate NRW 	<p>Marketing & Communications Manager</p> <p>Department Managers</p>	<p>2nd week of May each year</p> <p>27th May - 3rd June each year</p>	<p>Communications to employees</p>
Develop and maintain mutually beneficial relationships with Indigenous people, communities and organisations to support positive outcomes	<p>Provide opportunities for ADA staff to support Indigenous Communities and organisations by allowing one day of volunteering per annum</p> <p>Employees are encouraged to consider programs such as NSWPF Active Citizens Program or mentorships and programs available through organisations such as Clontarf</p>	HR Manager	September 2022 onwards	<ul style="list-style-type: none"> Currently engaging with NSWPF Active Citizens Program for Indigenous Youth. Plans for 2 staff members to participate in a camp program in November 2022 Employees to report to HR their involvement with a registered organisation
Raise awareness internally and externally of our IPP to promote reconciliation within ADA and with our stakeholders	<ul style="list-style-type: none"> Provide all employees with a copy of the IPP Host onsite events and education sessions on reconciliation and our IPP commitments for all employees Include our IPP on company website 	<p>HR Manager</p> <p>Marketing & Communications Manager</p> <p>Marketing & Communications Manager</p>	<p>June 2022</p> <p>September 2022</p> <p>June 2022</p>	<ul style="list-style-type: none"> Distribution of the IPP Engage with a registered or certified member of Supply Nation to develop a workplace program for ADA Link to ADA's IPP on company website

Actions: Respect

Objective	Activity	Responsibility	Start Date	Outcomes
Increase knowledge and understanding of Indigenous Culture throughout all levels of ADA	Identify an appropriate cultural awareness program. <ul style="list-style-type: none"> • Ensure all Department Managers attend • Ensure all current employees participate in the course offered for their state • Include Cultural Awareness Training for all new employees • Recognise the traditional owners of the land at the entrance to each ADA site 	HR Manager	June 2022	<ul style="list-style-type: none"> • Engage a local provider recognised by Supply Nation in each state to provide Cultural Awareness Training • Monitor the increase in employee engagement with Reconciliation Week, NAIDOC week and volunteering and mentoring programs
Review cultural diversity within ADA	Conduct Cultural Diversity Survey to determine the current workforce composition baseline, including Indigenous employees	HR Manager	September 2022	Collate findings of survey and report findings to Senior Management Group
Celebrate NAIDOC week	<ul style="list-style-type: none"> • Identify local NAIDOC week activities through the official website • Promote activities to all employees • Support through volunteering or sponsoring a local NAIDOC week event 	Marketing & Communications Manager	June 2022 June 2022 June 2023	<ul style="list-style-type: none"> • Communication to employees highlighting available activities • Sponsorship and or staff involvement in a local activity held to recognise NAIDOC week

Actions: Opportunities

Objective	Activity	Responsibility	Start Date	Outcomes
Increase Indigenous Supplier Diversity	Work with Supply Nation to identify procurement opportunities	General Manager – Operations	June 2022	<ul style="list-style-type: none"> Workshop with Supply Nation and Department Managers to understand available opportunities.
	Increase Indigenous business usage annually	Department Managers	June 2022	<ul style="list-style-type: none"> Ensure total spend with Indigenous Suppliers remain at a minimum of 1.5% of addressable expenditure
	Promote procurement activities to Indigenous Businesses by using the Supply Nation website	Procurement Officer	As opportunities arise	
	Identify Indigenous Suppliers to assist in the following areas: <ul style="list-style-type: none"> -Logistics for transport through NSW 	Warehouse Manager	June 2022	<ul style="list-style-type: none"> Spend with Indigenous Suppliers monitored and reported quarterly
	<ul style="list-style-type: none"> Facilities Management for cleaning services to NSW Sales office -Graphic Designer for Artwork to use on promotional material Graphic Designer/ Designer for assistance with uniform for NSWPF Aboriginal Community Liaison Officers (ACLO) 	NSW Facilities Manager Marketing & Communications Manager Head of Design	June 2022 September 2022 July 2023	
Increase opportunities for Indigenous people to work within the garment industry	Work with NSW TAFE to develop a work experience program or sponsorship for an Indigenous Student wanting to participate in a Fashion & Textiles Course	Head of Design and R&D Manager/ Marketing & Communications Manager	June 2024	<ul style="list-style-type: none"> Student Internship/ Work experience with ADA or one of its local subcontractors Provide sponsorship for Indigenous student
Increase Indigenous Recruitment and retention	<ul style="list-style-type: none"> Review recruitment processes and identify areas that can improve indigenous recruitment Increase Indigenous employment by 1% FTE 	HR Manager	September 2022 January 2023	<ul style="list-style-type: none"> Include in all job advertisements, 'Aboriginal and Torres Strait Islander peoples are encouraged to apply.' Engage with Indigenous consultants to advise on recruitment, employment and retention strategies, including professional development Advertise all vacancies in Aboriginal and Torres Strait Islander media such as Our Mob or Koori Mail

Actions: Opportunities

Objective	Activity	Responsibility	Start Date	Outcomes
Develop internship program for Indigenous Youth	Work with CareerTracker to establish internships across different levels of the business	HR Manager	June 2023	Offer 2 Internships each year to Indigenous job seekers

Monitoring & Reporting

The implementation and success of this IPP will be monitored quarterly by the Executive Management Group with a report prepared annually for approval.

Progress will be reviewed against the specific project timeframes and overall targets and reported both internally and externally as required by the Compliance Manager.

Success will be measured against the following indicators:

- Increased Indigenous Supplier usage (to achieve a total of 1.5% addressable spend)
- Increased cultural awareness levels amongst ADA employees
- Number of Indigenous employees within ADA

This Indigenous Participation Plan will be reviewed at least every 3 years and updated as required.



Indigenous Participation Plan

