

Level 1 Activate

	Organisation Attributes	Criteria
Carer Recognition	1.1 The organisation clearly and accurately uses the term 'carer' in accordance with the <i>Carer Recognition Act 2010</i> (Cwth) and/or relevant state/territory carer legislation.	1.1.1 Demonstrate accurate use of the term 'carer' as defined in the <i>Carer Recognition Act 2010</i> (Cwth) and/or relevant state/territory carer legislation.
	1.2 The organisation recognises the importance of supporting carers to combine paid work and caring responsibilities.	1.2.1 Demonstrate the organisation's acknowledgement of the importance of supporting carers in the workplace.
Policies and Procedures	1.3 The organisation is committed to developing and communicating carer friendly policies and procedures.	1.3.1 Demonstrate the existence of or development of written policies and/or procedures that specify organisational support for carers.
	1.4 The organisation demonstrates knowledge and compliance with the employment rights of carers in the workplace.	1.4.1 Demonstrate that carer specific policies and/or procedures reflect the minimum standards as outlined under the National Employment Standards (NES) as part of the <i>Fair Work Act (2009)</i> .
Capacity Building	1.5 The organisation demonstrates a commitment towards developing its workforce capability to support carers in the workplace.	1.5.1 Demonstrate a formal commitment towards developing the organisation's capacity to support carers through education, training and awareness raising activities or initiatives.
Communication and awareness	1.6 The organisation uses workplace communications to raise awareness and contribute to creating a culture of support for carers.	1.6.1 Demonstrate how workplace communications are used to raise awareness of carers.
		1.6.2 Show how communication regarding carers has been utilised in a positive manner.
		1.6.3 Demonstrate the use of communication to promote carer inclusion, recognition and commitment of support.
Practical workplace support	1.7 The organisation identifies and promotes practices that provide working carers with practical support within the workplace.	1.7.1 Identifies, implements and promotes workplace practices that provide practical support to carers.