



AUSTRALIAN DEFENCE FORCE RESERVES AND EMPLOYER SUPPORT

We Support ADF Reserves

SUPPORTIVE EMPLOYER PROGRAM CHARTER

Our Shared Vision

All Australians share responsibility for our national security, including a capable and resilient Australian Defence Force with permanent and Reserve components. Together, we show our support to our employees and students who serve our nation as Australian Defence Force reservists, and to our employers who support them to fulfil their duty.

EMPLOYER/ORGANISATION SUPPORT

Supportive employers commit to the following actions to demonstrate support for Australian Defence Force reservists:

1. Actively encourage employees to disclose that they are a member of the Australian Defence Force Reserves.
2. Actively encourage reservist employees to discuss potential patterns of Reserve service for the next twelve-month period, with appropriate staff within the organisation.
3. Seek equitable solutions where there is a conflict between Reserve service and employment requirements.
4. Be familiar with the *Defence Reserve Service (Protection) Act 2001* and comply with their obligations under the Act.
5. Comply with the guidelines for displaying the Supportive Employer Program logo.
6. Maintain a relationship with their local Australian Defence Force Reserves and Employer Support team, enabling support through discussion on issues, concerns or questions pertaining to Reserve employees.
7. Notify their Australian Defence Force Reserves and Employer Support local team of any changes in circumstances which may affect their status as a supportive employer, or if they no longer wish to participate in the program.
8. Encourage organisation to develop or maintain a leave policy that meets the requirements of the *Defence Reserve Service (Protection) Act 2001*.
9. Encourage Reserve employees to be familiar with the Prince of Wales Award Scheme and the state/territory Employer Support Awards.

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Australian Defence Force Reserves and Employer Support, as part of the Department of Defence, commits to the following actions to demonstrate its support for employers and reservists:

1. Actively encourage reservists to disclose to their civilian employers that they are a member of the Australian Defence Force Reserves.
2. Actively encourage reservists to discuss potential patterns of Reserve service for the next twelve-month period with appropriate staff within their civilian employer organisation.
3. Provide employers and reservist employees with information pertaining to their obligations under the *Defence Reserves Service (Protection) Act 2001* and the Employer Support Payment Scheme, including advice on how to claim employer support payments
4. Provide employers with information, advice and resources to assist them to meet their responsibilities for their Reserve employees, including dedicated points of contact in Australian Defence Force Reserves and Employer Support local teams.
5. Assist employers, reservists and the Defence chain of command to seek equitable solutions where there is a conflict between Reserve service and employment requirements.
6. Provide appropriate channels for employers to raise any objections they may have in relation to periods of Reserve service through Reserve member's chain of command.
7. Provide opportunities for employers to participate in facilitated engagement activities to provide a better understanding of the benefits of Reserve service to both the reservist and to their organisation, and of the work that reservists undertake.