



AUSTRALIAN
DEFENCE FORCE



AUSTRALIAN DEFENCE FORCE
RESERVES AND EMPLOYER SUPPORT

SUPPORTIVE EMPLOYER APPLICATION FORM

The Supportive Employer Program formally recognises the contributions made by organisations and employers who support the Australian Defence Force (ADF) mission and the role that Reserve members play in serving Australia's national interests. The program offers ongoing support from the ADF Reserves and Employer Support team in each state and territory office; opportunities for first-hand experiences of reservist training in an Australian Defence Force environment; and allows organisations to display a ADF Reserves and Employer Support program specific logo on their website identifying their participation in the Supportive Employer Program.

Privacy Statement

Defence collects the personal information requested in this form for the purpose of participating in the Supportive Employer Program. The information provided will be used to assess the employer's suitability to form part of the program.

The information requested is provided voluntarily, and is not required by or under any Australian law. However, if you do not provide the information requested your application may not be considered.

Defence will not disclose the personal information to any marketing organisation or overseas recipient.

For further information relating to Defence privacy policy visit <http://defence.gov.au/footer/privacy.htm>. Complaints about the handling of your personal information can be submitted to defence.privacy@defence.gov.au. Once received your complaint will be forwarded to the appropriate area within Defence for action.

Important Details

Your application will be assessed by the ADF Reserves and Employer Support team. Successful applicants will be notified by their Defence Reserves and Employer Support regional office.

1. Contact details

First Name		Last Name	
Title		Gender	
Preferred Phone Number		Preferred Email	
Position in organisation			

2. Organisation details

Australian Business Number (ABN)	
Full name of organisation	
Trading name	
Industry	
Number of employees	
Street address	
Suburb	
Post code	
Website	

3. Supportive employer information

Where did you hear about the Supportive Employer program (SEP)?	
Has your organisation been nominated for an Employer Support Award in the last 3 years?	
Does your organisation currently employ ADF Reservists? Is yes, do you know which service	
Does your organisation have a current leave policy in support of ADF Reservists and their leave requirements? <i>Please send a copy with this application.</i>	
Why do you want to be a part of the Supportive Employer Program?	

DECLARATION

I consent to the collection, use, storage and disclosure of this information for purposes associated with the proper management of the Supportive Employer Program and otherwise in connection with the administration of and any action associated with this form.

Signature		Name	
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