

# STAFF SEXUAL MISCONDUCT RESPONSE PROCEDURES 2023

Issued by: Chief Human Resources Officer

Dated: 13 December 2023 (commencing 1 January 2024)

Last Amended: 2 July 2024 (administrative amendments)  
26 August 2024 (administrative amendments)  
14 October 2024 (administrative amendments)

Signature:

Name: Mr Marshall Craddock

## How to report

To report sexual misconduct or sexual harassment, contact the University's Safer Communities Office:

- online anytime on the University's '[Sexual Misconduct](#)' web page;
- by email at [safer-communities.officer@sydney.edu.au](mailto:safer-communities.officer@sydney.edu.au); or
- by calling + 61 2 8627 6808 or **1800 SYD HLP (1800 793 457)** from 9am to 5pm, Monday to Friday.

## Assistance and support

- Contact details for trauma-informed **emergency assistance** for current and former staff and affiliates who have experienced sexual misconduct or sexual harassment are set out in **Schedule 1** of the [Procedures](#).
- Contact details for trauma-informed **ongoing support and assistance** for current and former staff and affiliates who have experienced sexual misconduct or sexual harassment are set out in **Schedule 2** of the [Procedures](#).
- Contact details for support and assistance for staff and affiliates who are accused of sexual misconduct or sexual harassment are set out in **Schedule 3** of the [Procedures](#).

## 1 Purpose and application

- (1) These procedures are to give effect to the [Staff Sexual Misconduct Policy](#) ('the Policy').
- (2) These procedures apply to all disclosures or complaints of sexual misconduct or sexual harassment made under the Policy.

**Note:** See clauses 5, 12 and 13 of the Policy.

## 2 Commencement

These procedures commence on 1 January 2024.

## 3 Interpretation

Words and phrases used in these procedures and not otherwise defined in this document have the meanings they have in the Policy.

**Note:** For definitions, see clause 6 of the [Staff Sexual Misconduct Policy](#).

**Student Affairs Unit** means the specialist staff within and consultants engaged by the office of the Deputy Vice-Chancellor (Education), who assist with the resolution of student complaints and reports of student misconduct in accordance with University policies and procedures.

**Workplace Relations Advisor** means a specialist member of staff within or a consultant engaged by Workplace Relations, with responsibility for responding to disclosures and complaints of sexual misconduct and sexual harassment.

## 4 Responding to emergencies

Emergency contact information for current and former staff and affiliates who have experienced sexual misconduct or sexual harassment is set out in Schedule 1 to these procedures.

## 5 Making a disclosure of sexual misconduct or sexual harassment

- (1) A current or former staff member or affiliate can make a disclosure of any incident of sexual misconduct or sexual harassment by contacting the University's [Safer Communities Office](#) or through RiskWare.

**Note:** A current or former staff member or affiliate who makes a report through RiskWare will be referred to the Safer Communities Office.

- (2) A counsellor or support person, including an Employee Assistance Program staff member, may assist a current or former staff member or affiliate to make a disclosure.
- (3) Current and former staff members and affiliates may make disclosures anonymously through the online form on the University's ['Sexual Misconduct' web page](#).

**Note:** A current or former staff member or affiliate who chooses to make a disclosure of sexual misconduct or sexual harassment may later decide to make a complaint to the University about the same incident. See subclause 12(6) of the [Policy](#).

**Note:** The University will not investigate a disclosure, except in certain limited circumstances. See subclause 12(8) of the [Policy](#).

- (4) If the University decides to investigate a disclosure, the Safer Communities Office or a Workplace Relations Advisor may contact the person who made the disclosure

to ask whether they would be prepared to make a complaint or to participate in an investigation process.

- (5) A bystander may make a disclosure of sexual misconduct or sexual harassment that they have witnessed. Where possible, the bystander should seek consent from the staff member or affiliate who experienced the conduct to make the disclosure.

## **6 Making a complaint of sexual misconduct or sexual harassment**

- (1) A current or former staff member or affiliate who has experienced sexual misconduct or sexual harassment can make a complaint by contacting the University's [Safer Communities Office](#).
- (2) Complaints of sexual misconduct and sexual harassment will be referred to Workplace Relations, for handling in accordance with these procedures and the [Agreement](#).
- (3) Current and former staff and affiliates may be supported in their dealings with Workplace Relations by a counsellor, union representative or support person, including a Safer Communities Office or Employee Assistance Program staff member.
- (4) A counsellor or support person, including a Safer Communities Office or Employee Assistance Program staff member, may assist a current or former staff member or affiliate to make a complaint.
- (5) The making, investigation or resolution of a complaint under these procedures must be in accordance with the requirements set out in the Policy.
- (6) Complainants are required to engage with the complaints process, and to provide sufficient details of their complaint to permit the University to conduct a preliminary assessment and investigation, as appropriate.
- (7) A current or former staff member or affiliate who has made a complaint of sexual misconduct or sexual harassment is free to withdraw it at any time. However, if the University has already commenced misconduct proceedings against a student, staff member or affiliate as a result of the complaint, those proceedings may (where practicable) be completed, with or without the cooperation of the complainant.

## **7 Supporting staff and affiliates who have experienced sexual misconduct or sexual harassment**

- (1) Contact details for emergency and ongoing support and assistance for current and former staff and affiliates who have experienced sexual misconduct or sexual harassment are set out in Schedule 1 and Schedule 2 to these procedures.
- (2) Staff and affiliates can seek advice and assistance with supporting a current or former staff member or affiliate who has experienced sexual misconduct or sexual harassment by contacting the Safer Communities Office, Staff Health Support Services or the Employee Assistance Program, as appropriate and preferred by the staff member or affiliate.

- (3) Staff and affiliates should:
- (a) refer current and former staff and affiliates who have experienced sexual misconduct or sexual harassment to the Safer Communities Office and other available support services, and to the [online portal](#) and **1800 SYD HLP (1800 793 457)**; and
  - (b) advise current and former staff and affiliates of their right to make a disclosure or complaint.
- (4) Where appropriate, staff and affiliates should also seek advice from the University's Office of General Counsel on whether the matter should be reported to the NSW Police in accordance with clause 15 of the [Policy](#).
- (5) Where appropriate, staff and affiliates can support a current or former staff member or affiliate who has experienced sexual misconduct or sexual harassment in a trauma-informed way by:
- (a) listening without interrupting;
  - (b) letting them express how they feel and respecting the words they use in reference to the incident;
  - (c) letting the current or former staff member or affiliate know they believe what the staff member or affiliate is telling them and acknowledging their distress;
  - (d) letting the current or former staff member or affiliate know that the incident was not their fault;
  - (e) giving them appropriate and accurate information so that they can make informed choices, or referring them to someone who can provide the required information;
  - (f) giving them control over and respecting their decisions;
  - (g) not making undertakings or commitments to the current or former staff member or affiliate that may not be able to be fulfilled;
  - (h) directing them to the available support services; and
  - (i) recognising the intersection between personal violence and inequality, and being aware that some members of the University community are more vulnerable to sexual misconduct than others, due to their sex, gender identity, sexual orientation, race, religion, cultural background or disability.

**Note:** When a current or former staff member or affiliate has experienced sexual misconduct or sexual harassment, they may express a range of emotional and physical symptoms. The [Full Stop Australia](#) website provides information on common impacts of sexual assault.

## **8 Supporting current staff and affiliates who have been accused of sexual misconduct or sexual harassment**

Contact details for ongoing support and assistance for staff and affiliates who have been accused of sexual misconduct or sexual harassment are set out in Schedule 3 to these procedures.

## 9 Preliminary assessment of a complaint

- (1) Where a complaint relates to the alleged conduct of a staff member or affiliate, Workplace Relations will:
  - (a) acknowledge receipt within 5 working days and notify the complainant of the relevant next steps;
  - (b) obtain all relevant information from the complainant;
  - (c) refer all relevant parties to appropriate avenues of support and advice;
  - (d) assess the seriousness of the complaint; and
  - (e) recommend the appropriate course of action to deal with the complaint.
- (2) Subject to subclause 9(10), the preliminary assessment may involve, as appropriate:
  - (a) convening discussions with the relevant parties;
  - (b) collating and reviewing any relevant documentary material; and
  - (c) determining whether the matter is appropriate for assisted resolution under clause 10 or investigation under clause 11.
- (3) Workplace Relations will consult with the complainant and may (but is not required to) consult with the respondent during the preliminary assessment process.
- (4) Each of the parties may bring a support person to any discussion, including a Safer Communities Office, Employee Assistance Program staff member or union representative.
- (5) Where the complaint relates to the alleged conduct of a student:
  - (a) Workplace Relations must consult with and refer the complaint (as it relates to the student) to the Student Affairs Unit;
  - (b) Workplace Relations must advise the complainant of the referral; and
  - (c) the procedures set out in:
    - (i) clauses 9 to 12 of the [Student Sexual Misconduct Response Procedures](#); and
    - (ii) clauses 8 to 15 of the [Student Complaints Procedures](#);  
will apply in place of the procedures set out in clauses 10 to 15 below.
- (6) Workplace Relations may decide to take no further action where:
  - (a) the complainant has provided insufficient detail or evidence of the alleged conduct to enable the complaint to be properly assessed and an attempt to obtain further detail or evidence from the complainant has been unsuccessful;
  - (b) the complaint is frivolous, vexatious or malicious; or
  - (c) does not otherwise warrant further action.
- (7) At the conclusion of the preliminary assessment, the delegate must, unless it is inappropriate in the circumstances, give the complainant and the respondent a written statement of the outcome of the preliminary assessment, which includes:
  - (a) reasons for the outcome;
  - (b) details of any right to seek an appeal under clause 13.

- (8) Where reasonable, the preliminary assessment should be conducted within 20 working days of the lodgement of the complaint.
- (9) Where this timeframe is not reasonable, Workplace Relations must, prior to the 20 days elapsing, advise the complainant of the reasons for the delay, and of the projected timeframe for conclusion of the preliminary assessment.
- (10) Where a complaint about a staff member or affiliate alleges conduct that might, if proven:
  - (a) constitute misconduct;
  - (b) involve possible criminal behaviour; or
  - (c) involve risk to others;

then Workplace Relations may refer the complaint to the relevant delegate for handling in accordance with the [Agreement](#) or, if appropriate, to the Office of General Counsel for consideration of whether the matter should be referred to the police in accordance with clause 15 of the [Policy](#).

## 10 Assisted resolution

- (1) Where the preliminary assessment in clause 9 determines that assisted resolution is appropriate:
  - (a) resolution may include, but is not limited to:
    - (i) clarifying a misunderstanding;
    - (ii) an apology;
    - (iii) facilitated discussion, including mediation or conciliation;
    - (iv) an agreed plan of action to avoid further incidents; and
    - (v) implementing awareness-raising or educational sessions about behaviour;
  - (b) the relevant delegate may determine that guidance, counselling or a warning be given to a relevant party.
- (2) Where reasonable, the assisted resolution process should be completed within 20 working days of the preliminary assessment referred to in clause 9.
- (3) Where 20 working days is not reasonable, Workplace Relations must, prior to the 20 days elapsing, advise the complainant (and, where appropriate, the respondent) of the reasons for the delay, and of the projected timeframe for resolution.

## 11 Investigation of a complaint

- (1) Where assisted resolution is unsuccessful or considered inappropriate, the delegate must determine whether:
  - (a) the complaint should be handled in accordance with the [Agreement](#); or
  - (b) the matter should be investigated in accordance with this clause.

**Note:** Where a complaint alleges conduct that might constitute misconduct, Workplace Relations must refer the complaint to the relevant delegate in accordance with clause 9(10).

- (2) Subject to the procedural fairness requirements prescribed in the [Resolution of Complaints Policy](#) and clause 18 of the [Policy](#), investigators may determine their own procedures.
- (3) Investigators will provide respondents with:
  - (a) the allegations in sufficient detail to ensure that they have a reasonable opportunity to respond; and
  - (b) a reasonable period of time within which to respond to the allegations.
- (4) Investigators must make findings of fact and may make recommendations for resolving complaints, in accordance with University rules, protocols, policies and procedures. These recommendations may include a recommendation that the complaint be referred to the relevant delegate for handling in accordance with the [Agreement](#).
- (5) Investigators must give the University written reasons for their findings of fact and (if relevant) their recommendations. The reasons must provide enough detail for complainants and respondents to determine whether there are sufficient grounds for an appeal.
- (6) Where reasonable, the investigation should be concluded within 30 working days of its commencement.
- (7) Where 30 working days is not reasonable, Workplace Relations must, prior to the 30 days elapsing, advise the complainant (and, where appropriate, the respondent) of the reasons for the delay, and of the projected timeframe for conclusion of the investigation.
- (8) At the conclusion of the investigation, the relevant delegate must decide whether the matter should be handled in accordance with the [Agreement](#).
- (9) If the matter is referred for handling in accordance with the [Agreement](#), Workplace Relations must inform the complainant in writing of the referral.
- (10) If the matter is not referred for handling in accordance with the [Agreement](#), the relevant delegate must:
  - (a) take into account the investigation findings and any recommendations of the investigator;
  - (b) give the complainant (and, where appropriate, the respondent) a written statement of the outcome of the complaint, which includes:
    - (i) reasons for the outcome (including, where appropriate, detailed reasons for disregarding any findings or recommendations from the investigator); and
    - (ii) details of any right to appeal under clause 13.

## 12 Outcome of a complaint

- (1) The outcome of a complaint of sexual misconduct or sexual harassment will be determined by the findings of any investigation, the seriousness of the complaint and the wishes of the complainant.
- (2) If the complainant does not provide sufficient detail or evidence of a complaint about a student, staff member or affiliate to enable the alleged conduct to be properly investigated, a finding of misconduct will not be made and the University will be unable to take disciplinary action against the respondent.

- (3) For complaints that result in misconduct proceedings:
- (a) the [University of Sydney \(Student Discipline\) Rule](#) sets out the process for establishing penalties for, and appeal rights from, findings of misconduct against a student;  
**Note:** See sections 3.1 and 3.2 of the [University of Sydney \(Student Discipline\) Rule](#).
  - (b) the [Agreement](#) sets out the process for establishing penalties for, and appeal rights from, findings of misconduct against a staff member.  
**Note:** See clauses 3 and 462 of the [Agreement](#).
- (4) Subject to the wishes of the complainant, the delegate will inform complainants of the outcome of misconduct proceedings against students, staff members or affiliates in writing, on a confidential basis. Where possible, this information will also be delivered in person, to allow the complainant to ask questions and seek clarification about the effect of the outcome.  
**Note:** See clause 14 of the [Policy](#) in relation to the confidentiality of complaint outcomes.

### 13 Appeals

- (1) Appeals under this procedure may be made:
- (a) by complainants and respondents where the matter has not been referred:
    - (i) in respect of staff misconduct proceedings, for handling in accordance with the [Agreement](#); or
    - (ii) in respect of student misconduct proceedings, for handling in accordance with the [University of Sydney \(Student Discipline\) Rule](#);
  - (b) on the basis of an alleged failure of due process only. The University will not consider appeals based solely on the outcome of the complaint.
- (2) Potential appellants should contact Workplace Relations for information on appeals.
- (3) Appeals must be lodged:
- (a) in writing with Workplace Relations; and
  - (b) within 20 working days of the date on which the appellant was notified of the outcome of the complaint.
- (4) In exceptional circumstances, as determined by the Director, Workplace Relations, in their absolute discretion, the Director, Workplace Relations may accept an appeal lodged out of time.
- (5) Appellants must set out in their written appeal their reasons for believing that due process has not been observed in the preliminary assessment or investigation.
- (6) The Director, Workplace Relations will assess whether an appeal has been validly made under this clause and must notify the appellant of the outcome of this assessment.
- (7) Appeals will be considered by the Chief Human Resources Officer, or another senior staff member who has not otherwise been involved in the complaint, and who does not have an actual or reasonably perceived conflict of interests.



- (8) Except at the absolute discretion of the staff member considering the appeal:
  - (a) appeals will be conducted on the basis of written material; and
  - (b) the scope of an appeal will be limited to a review of the preliminary assessment or investigation process.
- (9) Where reasonable, the appeal should be considered within 20 working days of its lodgement.
- (10) Where 20 working days is not reasonable, Workplace Relations will, prior to the 20 days elapsing, advise the appellant of the reasons for the delay, and of the projected timeframe for determination of the appeal.
- (11) At the conclusion of the appeal process, the staff member considering the appeal must, unless it is inappropriate in the circumstances, provide the complainant and the respondent with a written statement of the outcome of the appeal, including:
  - (a) reasons for the outcome; and
  - (b) details of any rights to make an external appeal.

#### **14 Relationship between these procedures and the Agreement**

- (1) If the respondent is covered by the Agreement:
  - (a) the assessment referred to in clause 9 will constitute the preliminary investigations or inquiries referred to in clause 462(a) of the Agreement;
  - (b) any resolution under clause 10 will constitute a resolution in accordance with clause 462(b) of the Agreement; and
  - (c) the provisions set out in these procedures constitute an alternative review of the complaint for the purposes of clause 542(c) of the Agreement.

#### **15 Interim measures**

- (1) If the relevant delegate imposes interim measures against a staff member or affiliate, they must provide a written notice to the staff member or affiliate within 24 hours:
  - (a) specifying the terms of the interim measures;
  - (b) specifying the period of the interim measures;
  - (c) summarising the reasons for the interim measures; and
  - (d) providing a copy of, or an electronic link to, the Policy and these procedures.

**Note:** Subject to subclauses 12(8), 13(10) and 15(8) of the Policy, the University will keep confidential all information relating to a disclosure or complaint of sexual misconduct or sexual harassment, unless the staff member or affiliate who made the disclosure or complaint consents to disclosure of part or all of the information. See subclause 14(1) of the [Policy](#).
- (2) Applications for internal review of interim measures must be lodged:
  - (a) in writing to Workplace Relations;
  - (b) within 20 working days of the date on which written notice of the interim measures was provided to the staff member or affiliate.

- (3) Applications for internal review will be considered by the Chief Human Resources Officer.
- (4) Any internal review will be:
  - (a) conducted on the basis of the written and documentary material; and
  - (b) limited to a review of the term, period and reasons for taking the interim measures.
- (5) Where reasonable, the Chief Human Resources Officer will review the interim measures within 20 working days of the application for review.
- (6) Where 20 working days is not reasonable in the circumstances, or is not proportionate to the period fixed for the imposition of interim measures, Workplace Relations will, prior to the 20 days elapsing, advise the staff member or affiliate of the projected timeframe for completion of the internal review, with reasons.
- (7) At the conclusion of the internal review, the Chief Human Resources Officer will provide the staff member or affiliate with a written statement of the outcome of the review, including reasons.

## **16 Review**

These procedures will be reviewed within two years of the date of commencement.

## **17 Rescissions and replacements**

This document replaces the *Staff Sexual Misconduct Response Procedures 2020* which is rescinded as from the date of commencement of this document.

## **NOTES**

### **Staff Sexual Misconduct Response Procedures 2023**

Date adopted:	13 December 2023
Date commenced:	1 January 2024
Date amended:	2 July 2024 (administrative amendments) 26 August 2024 (administrative amendments)
Administrator:	Chief Human Resources Officer
Review date:	1 January 2026
Rescinded documents:	<i>Staff Sexual Misconduct Response Procedures 2020</i>
Related documents:	<i>Anti-Discrimination Act 1977 (NSW)</i> <i>Crimes Act 1900 (NSW)</i> <i>Crimes (Domestic and Personal Violence) Act 2007 (NSW)</i>



*Privacy and Personal Protection Information Act 1988 (NSW)*

*Sex Discrimination Act 1984 (Cth)*

*State Records Act 1988 (NSW)*

*Work Health and Safety Act 2011 (NSW)*

*University of Sydney Enterprise Agreement 2023-2026*

[\*University of Sydney \(Delegations of Authority\) Rule\*](#)

[\*University of Sydney \(Student Discipline\) Rule\*](#)

[\*Bullying, Harassment and Discrimination Prevention Policy\*](#)

[\*Campus Access Policy\*](#)

[\*Privacy Policy\*](#)

[\*Recordkeeping Policy\*](#)

[\*Resolution of Complaints Policy\*](#)

[\*Staff Sexual Misconduct Policy\*](#)

[\*Student Sexual Misconduct Policy\*](#)

[\*Student Sexual Misconduct Response Procedures\*](#)

[\*Privacy Procedures\*](#)

[\*Student Complaints Procedures\*](#)

## AMENDMENT HISTORY

<b>Provision</b>	<b>Amendment</b>	<b>Commencing</b>
Related documents	'University of Sydney (Campus Access) Rule 2009' replaced with 'Campus Access Policy'	2 July 2024
throughout	Administrative amendments to remove the year in policy references	2 July 2024
2	Commencement date of 1 January 2024 added (previously blank)	26 August 2024
17	Clause added: Rescissions and replacements: information about <i>Staff Sexual Misconduct Response Procedures 2020</i> added	26 August 2024
Notes	<i>Staff Sexual Misconduct Response Procedures 2020</i> added as Rescinded document; replacing 'Nil'.	26 August 2024

Schedule 2 Updated Employee Assistance Program contact  
(2); number and hours of operation  
Schedule 3

14 October 2024

## SCHEDULE 1 – EMERGENCY AND EXTERNAL SUPPORT CONTACTS

- (1) In an emergency, staff and affiliates should contact **emergency services** by dialling triple zero (**000**).
- (3) Staff and affiliates who feel unsafe on campus or are concerned for someone else's safety can also contact **Protective Services** on **9351 3333**, 24 hours a day.
- (4) Current and former staff and affiliates who have experienced sexual misconduct can contact:
  - (a) **Full Stop Australia** on **1800 FULL STOP (1800 385 578)** or <https://fullstop.org.au/get-help>, 24 hours a day, online counselling service available;
  - (b) **1800RESPECT 1800 737 732** National Sexual Assault, Domestic Family Violence Counselling Service or online via [www.1800respect.org.au](http://www.1800respect.org.au), 24 hours a day;
  - (c) **Lifeline 13 11 14** or [www.lifeline.org.au](http://www.lifeline.org.au) (online chat or video also available 7pm - midnight);
  - (d) **Mental Health Line (NSW) 1800 011 511** (24 hours);
  - (e) **Suicide Callback Service 1300 659 467** or [www.suicidecallbackservice.org.au](http://www.suicidecallbackservice.org.au) (online chat or video also available 24 hours);
  - (f) **Blueknot Helpline 1300 657 380** (Available Mon-Sun, 9am-5pm AEST, including public holidays) or email on [helpline@blueknot.org.au](mailto:helpline@blueknot.org.au);
  - (g) **NSW Health Sexual Assault Services**  
<https://www.health.nsw.gov.au/parvan/sexualassault/Pages/health-sas-services.aspx>;
  - (h) **Royal Prince Alfred (RPA) Hospital Sexual Assault Service** on **9515 9040** (Monday to Friday) or **9515 6111** (after hours). Counselling and medical services are available for anyone who has been sexually assaulted. Campus Security can arrange transport to RPA.
  - (i) **Westmead Hospital Sexual Assault Service** on **9845 7940** (daytime) or **9881 8000** (after hours).
  - (j) **Blacktown/Mount Druit Sexual Assault Service, Blacktown Community Health Centre** on **9881 8700** (daytime) or **9881 8000** (after hours).
  - (k) **13 Yarn** – crisis support for Aboriginal and Torres Strait Islander people – **13 92 76** (24 hours a day).
  - (l) **Mudgin-gal Women's Centre Redfern** on **(02) 9698 1173** or email [reception@mudgin-gal.org.au](mailto:reception@mudgin-gal.org.au).
  - (m) **Wirringa Baiya Aboriginal Women's Legal Centre** on **1800 686 587** (free call) or email [info@wirringabaiya.org.au](mailto:info@wirringabaiya.org.au).
  - (n) **QLife** - peer support for LGBTQIA+ people – **1800 184 527** or [Webchat](#), 3pm to midnight every day.
  - (o) **TransHub** – information and support for trans and gender diverse people - <https://www.transhub.org.au/sexual-assault>.



- (5) **Translating and interpreting services** - The National Relay Service (NRS) can help you if you are d/Deaf or find it hard to hear or speak to hearing people on the phone. Call 13 14 50 and ask them to contact 1800RESPECT.

## SCHEDULE 2 – UNIVERSITY SUPPORT FOR CURRENT AND FORMER STAFF AND AFFILIATES WHO HAVE EXPERIENCED SEXUAL MISCONDUCT OR SEXUAL HARASSMENT

- (1) A current or former staff member or affiliate who has experienced sexual misconduct or sexual harassment can make a disclosure or a complaint to the University online on the University's '[Sexual Misconduct web page](#)' or by calling **1800 SYD HLP (1800 793 457)** from 9am to 5pm, Monday to Friday.
- (2) Staff members and affiliates who have experienced sexual misconduct or sexual harassment have access to a range of University support services and assistance, including:
  - **Safer Communities Office** on **8627 6808, 1800 SYD HLP (1800 793 457)** (option 2, then option 1), [safer-communities.officer@sydney.edu.au](mailto:safer-communities.officer@sydney.edu.au), **8:30am-5:30pm Monday to Friday**;
  - **Employee Assistance Program** on **1300 687 327**; 24 hours a day,
  - **Staff Health Support** on **9351 5555**, 8:30am to 5pm, Monday to Friday;
  - **Protective Services** on **9351 3333**, 24 hours a day;
  - **University Health Service** (for current staff and affiliates only) on **9351 3484**, 8:30am to 5pm, Monday to Friday;
  - **staff unions** – NTEU Sydney Branch on **9351 2827** or [sydney@nteu.org.au](mailto:sydney@nteu.org.au) (for NTEU members only); CPSU NSW on **1800 772 679** or [cpsu.nsw@psa.asn.au](mailto:cpsu.nsw@psa.asn.au).
- (3) Former staff members and affiliates who have experienced sexual misconduct or sexual harassment have access to a range of University support services and assistance which may include:
  - **Safer Communities Office** on **8627 6808, 1800 SYD HLP (1800 793 457)** (option 2, then option 1), [safer-communities.officer@sydney.edu.au](mailto:safer-communities.officer@sydney.edu.au), **8:30am-5:30pm Monday to Friday**.

## SCHEDULE 3 – SUPPORT FOR STAFF AND AFFILIATES WHO HAVE BEEN ACCUSED OF SEXUAL MISCONDUCT OR SEXUAL HARASSMENT

Staff and affiliates who are accused of sexual misconduct or sexual harassment have access to a range of University and community support services and assistance, including:

- **Safer Communities Office** on **8627 6808, 1800 SYD HLP (1800 793 457)** (option 2, then option 1), [safer-communities.officer@sydney.edu.au](mailto:safer-communities.officer@sydney.edu.au), **8:30am-5:30pm Monday to Friday**;
- **Employee Assistance Program** on **1300 687 327**; 24 hours a day,
- **Staff Health Support Services** on **9351 5555**, 8:30am to 5pm, Monday to Friday;
- **Protective Services** on **9351 3333**, 24 hours a day;
- **University Health Service** (for current staff and affiliates only) on **9351 3484**, 8:30am to 5pm, Monday to Friday;
- **staff unions** – NTEU Sydney Branch on **9351 2827** or [sydney@nteu.org.au](mailto:sydney@nteu.org.au) (for NTEU members only); CPSU NSW on **1800 772 679** or [cpsu.nsw@psa.asn.au](mailto:cpsu.nsw@psa.asn.au);
- **Men & Family Centre** — for men’s behaviour change programs – phone **0458 172 846** or see <https://menandfamily.org.au/groups-for-men/>.