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Compiled and produced by Air Force Workforce Diversity
Director General Personnel–Air Force

If you have any further information you would like to see included in this guide, please contact Air Force Workforce Diversity at RAAFDWD@drn.mil.au
FOREWORD

The Royal Australian Air Force has an outstanding record of being anywhere, anytime air power effects are needed. Ranging across the spectrum of conflict from strike, surveillance or humanitarian support in the wake of natural disasters – Air Force is ready to respond.

In the future, the challenges will increase as the technological options and capacity of aircraft increase. We must rise to this challenge with new ways of thinking, including new perspectives that a diverse workforce and equal opportunity brings.

As an Air Force, we must continually challenge ourselves to provide opportunities for the best people. The best talents are from a broad cross-section of all Australians, and our future capability will depend on recruiting the best and brightest, regardless of gender dysphoria.

An Air Force career can provide unique opportunities, which provide their own unique challenges on personal life and families. A member who is not feeling secure within themselves, or suffering gender dysphoria, may face additional dimension to these challenges. This guide has been developed to provide you and your Commander advice for the workplace and your career, to help with creating a more inclusive workplace.

Providing supportive policies that attract and retain the very best people is of benefit to all – members can be confident that Air Force will support them through the different stages and needs in their life – and Air Force can be confident that our best and brightest people have an exciting career that keeps people motivated to excel in their career choices.
BACKGROUND

This handbook has been compiled with the assistance of members who have transitioned gender in the Australian Defence Force (ADF). It is designed to assist members who are transgender and who wish to begin living in the gender role which is not the sex they were born, raised and or in which they commenced their Air Force career.

The handbook is not intended to replace or substitute extant Defence or Air Force policy, nor is it to outline the medical process and procedures related to transitioning gender. This handbook has been developed to assist our transgender members in affirming their gender in the Air Force workplace while also helping the mates, co-workers, managers and Commanders of transgender members to foster improved understanding and awareness of issues faced by members within their team. The aim of the handbook is to provide additional information to members who are transgender through a friendly, empathetic and relaxed approach based on shared experiences, lessons, advice and tips.

Transitioning gender is a very significant and challenging journey which will impact almost every part of a person’s life. In particular, transitioning gender in any work environment is a difficult process and managing gender transition within an Air Force career throws in a mixture of Service demands and expectations. The Air Force can be challenging, rewarding, and above all, a unique and different career. Hopefully, with some advice from this handbook, you can get the most out of your time in the Air Force, while also feeling that you don’t need to compromise your personal life.

This handbook will outline some of the challenges and issues faced by transgender members, followed by some advice and tips from members. It will also outline some policy issues with particular reference to the impact on transgender members. This handbook does not have all the solutions - your individual circumstances are unique. This handbook does however offer some insights that may relate to your situation, or aspects of your situation. You may feel you are alone when in fact there are other members who have been where you are. The guidance in this document relies on anecdotes and understanding from personnel who have also experienced some of the challenges associated with being a transgender member in the ADF.

INTRODUCTION

A person’s gender is one of the first things we seek to identify when we see or meet other people. Most of the time people are happy living the life and cultural expectations of their birth gender (sex) but sometimes people’s gender identity does not match their sex at birth. Air Force understands that being transgender is not a choice but a bona fide condition which is to be recognised and treated accordingly.

To be transgender is to be different and the challenges you face are more than likely to be around the general ignorance of Gender Incongruence (also known as Gender Identity Disorder). Air Force understands that being transgender is not related to a person’s sexual orientation (sexual attraction) and that transgender people may, like everyone else, be gay, lesbian, bisexual or heterosexual. By providing some guidance about how other members transitioned gender we hope that you can consider how this can translate to working through your unique situation with your work colleagues (superiors, subordinates and peers) in your unique situation.

Transitioning gender is a very significant journey which will impact almost every part of a person’s life. This guide has been developed to assist our transgender members in affirming their gender in the Air Force workplace.
POLICY

In 2011, Defence released a guide Understanding Transitioning Gender in the Workplace to help members and Commanders support and manage the transitioning gender process. This Air Force Handbook provides a more personal, informal perspective of the issues, challenges and strategies you may face during your transitioning process as well as how transitioning gender may impact your Air Force career with regard to Leave, Individual Readiness, etc. This handbook should be read in conjunction with Defence’s Understanding Transitioning Gender in the Workplace guide.

TERMS AND DEFINITIONS

Sex (birth gender or assigned gender): Sex is genetically assigned at birth as male or female, usually based on the appearance of the external genitalia. However a number of genetic or hormonal Intersex conditions exist where a person is not exclusively male or female.

Gender identity: A person’s intrinsic sense of being male (a boy or a man), female (a girl or woman), neither or both.

Gender expression: How a person expresses their gender through behaviour or clothing usually through conforming to culturally accepted gender roles.

Gender Dysphoria: Distress that is caused by a discrepancy between a person’s gender identity and that person's sex assigned at birth.

Gender Incongruence (Gender Identity Disorder): Formal diagnosis specified in the 4th edition of the Diagnostic Statistical Manual of Mental Disorders (DSM IV-TR). Gender Incongruence is characterized by strong and persistent cross-gender identification and a persistent discomfort with one's sex or sense of inappropriateness in the gender role of that sex, causing clinically significant distress or impairment in social, occupational, or other important areas of functioning.

Transgender (or Transsexual): Adjective to describe a diverse group of individuals who transcend culturally-defined gender roles and who may seek to change their primary and/or secondary sex characteristics through feminisation or masculinisation of the body through hormones or other medical procedures.

Transitioning gender (gender affirmation): Process of changing from the gender role associated with their sex assigned at birth to a different gender role, also known as affirming gender identity. This is likely to include learning to live socially in another gender role and sometimes including feminisation or masculinisation of the body through hormones or other medical procedures.

Sex reassignment surgery (gender affirmation surgery): Surgery to change primary and/or secondary sex characteristics to affirm a person’s gender identity. Sex reassignment surgery can be an important part of medically necessary treatment to alleviate the condition of Gender Dysphoria.

THE BENEFITS OF SUPPORTING TRANSGENDER PERSONNEL

Being transgender does not and should not have any effect on a person’s ability to perform their job and Air Force realises the value that high calibre personnel bring to the organisation.

The Air Force values of Respect, Excellence, Agility, Dedication, Integrity and Teamwork align with a flexible approach which supports transgender Air Force members during a period of gender transition. Supporting transitioning members provides many benefits to Air Force and makes good business sense through:

- Increased retention of personnel – translating to reduced cost of turnover and recruitment costs.
- Greater effectiveness and productivity – members who transition in a supportive workplace are likely to have more productive workplace efforts.
- Promotion of innovation and team collaboration – recognition, appreciation and utilisation of each person’s unique insights and perspectives.
- Mitigating the risk of unintentional discrimination and inappropriate behaviour.

Air Force recognises that every person has the right to have their gender identity recognised and respected. Therefore all Air Force people who need to transition gender will be provided with the necessary support and management to do so.
FINDING THE BALANCE

There are Standards of Care\(^2\) for the treatment of Transgendered people, although a number of variations mean that no two transitions are exactly alike. Whilst not all of these are included in every transition, most involve the following stages:

- **Gender realisation** – you decide you need to transition gender and seek medical diagnoses, advice and assistance.
- **Hormonal realignment** – you usually commence pharmacological treatment (hormones) to gradually change your body to that of your affirmed gender.
- **Social realignment** – you begin living, working and expressing yourself in your affirmed gender. Administrative recognition of your affirmed gender should occur at this time.
- **Gender affirmation surgery** – you may continue your transition and undergo surgery to acquire the physical anatomy and characteristics of your affirmed gender.

Individuals are likely to differ in how public they want their gender transition to be. Some prefer that very few people know they are transgender and hope that after transition they can quietly blend in as members of their new gender. Others are committed to educating the public about Gender Incongruence, are eager to answer questions, and continue to talk openly about being transgender long after transition.

“... it is not about sexual orientation or lifestyle, but the prism through which I see myself.”

Work situations can vary too: the composition of the workplace; the type of work being done; the amount of interaction the member has with peers, superiors, subordinates and clients; the physical layout of the workplace; the public or private nature of the business; and the surrounding culture all have a bearing on how the transition should be handled. For all these reasons, there is no single formula for managing transitions in the workplace. Instead this handbook aims to offer sound guidance based on the most successful strategies in a large number of transitions, but it must be tailored to meet the needs of specific situations.

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\(^2\) World Professional Association for Transgender Health (WPATH), 2012. Standards of Care for the Health of Transsexual, Transgender, and Gender Non-Conforming People.
CHALLENGES AND STRATEGIES FOR MEMBERS TRANSITIONING GENDER

Revealing your gender identity at work is often one of the last steps to take before living and working in your preferred gender role. By the time you inform the Air Force that you plan to change gender, you have no doubt been dealing with this issue for many years. You have probably already told your family and some friends, and you may be dealing with the consequences of this admission such as estrangement, child custody and exclusion from social networks.

“I feel like I have thrown a grenade into a room and I am now having to watch as the casualties are being treated. I feel helpless on the sidelines as my family slowly transforms itself to the new normal.”

“We leave a big wake behind us as we transition. We are accused of being selfish and not thinking of the consequences of our decision on those around us.”

The Standards of Care for transgender people (WPATH, 2012) recommend at least a year of living full time in your preferred gender identity before gender affirmation surgery is performed, known as the Real Life Experience. You will therefore need to begin working in your new gender role before you are likely to undertake gender affirming surgery. This mid-transition period may be awkward for you and those around you, and should therefore be planned and managed sensitively.

Communication

**Chain of command.** After you have been given a diagnosis you will need to inform your Chain of Command (CoC), usually via presentation of a Medical Certificate (or Form PM101- Medical Fitness Advice). This is likely to be very daunting, and for most managers and commanders it may be the first time they have needed to consider Gender Incongruence, particularly in the work environment. So it is vital that you are open, honest, upfront and also understanding with your colleagues and Commanders to ensure the communication channels are open both ways. This will enable you to convey your needs as well as address any questions or concerns your manager may have.

Communication between you and your manager is important as your needs will change as you go through the transition process. You will also need to establish an open relationship with your Administration Officer (or other administrative staff) so they can assist you in making the administrative transition as smooth as possible.

You may need to consider whether you want to transition whilst staying in your current unit or upon arrival at a new unit. There are advantages and disadvantages to both. The latter has the advantage of leaving your old life in your old posting location and arriving in your new unit ready to start your new life. However the disadvantage is that you will have to re-establish your transition support networks in the new location. Other factors to consider are the size of your mustering/category and how well you are known.

“Before I informed my chain of command, I did a lot of stage management. All of the elements involved in the diagnosis were complete and I had decided to move on to transition. I prepared a brief, which I used as a script when I informed my CoC and I read off that. I requested an appointment with my one and two up bosses, the Padre who was privy to the information and the person I had requested to be my mentor.”

A Transitioning gender support plan/road map is provided at annex A to assist transitioning members and their managers in arranging leave, and other issues.
Annex B and C are examples of ways you may wish to inform your Commander or manager.

**Colleagues.** Communication with colleagues is equally important as they may also not be familiar or comfortable with the notion of gender transition. It is important to remember that while you have usually had many months, probably years, to understand your need to transition, this may be the first time your work colleagues have been exposed to Gender Incongruence and they may have difficulty in reconciling your different identities; between being a colleague/superior/subordinate and the notion of you undertaking such a personal journey. Effective communication relies on an accurate assessment of each situation and the people involved. This will help implement the best strategy to make it a comfortable work environment for all those involved.

There are many ways to respectfully disclose your gender identity to your work colleagues. How you wish to have it announced is something you will need to discuss with your Commander or manager and it is important that you state what information you are happy to have discussed and what you are not. Ways others have chosen include the following:

- Have Management call a section or unit meeting and make an announcement on your behalf. Have specialist health professionals and/or chaplains to answer questions.
- Have a letter you have drafted read out to your unit/section. Copies of examples are attached at annex C or D.
- Distribute a letter or notification via email.
- Make the announcement in person at a unit meeting.

> “The chain of command was very supportive and allowed me to control how my co-workers were informed. I chose to have a letter read out by my boss and then let my co-workers express themselves and have any questions answered. I then went on leave prior to returning to work in my affirmed gender.”

Of course, your disclosure may not be enough information for some personnel in your work area. You may wish to also discuss with your CoC about how you would like your workmates to get good information, to discuss and digest this information. A minimum should be identifying and providing some information rather than letting individuals wade through copious information on the internet. Consider setting up an environment where people are allowed to ask you, your mentor, or another specialist, questions to which they will receive open, honest and factually correct information.

**Disclosure**

Below are some tips to help you prepare for disclosing your personal situation with friends, family, colleagues and bosses from other LGBTI members.

**Preparation**

- Drop a few hints to ‘test the water’. Sometimes hints are all that’s needed to get the ball rolling.
- If there is an unspoken understanding between you and your friends, it might be that they’re waiting for you to give them the opportunity to talk to you openly about the subject.
- Friends, family or colleagues may already know more about you than you credit them with.
- Discuss the issue with people one at a time and somewhere private; it’s easier to reason with an individual than with the group.
- Don’t plan on anything else for the rest of the day.
Questions

- Be ready to talk to your friends for hours on the subject. They'll probably be very curious and want to know what it's about and what it means for your friendship. Make sure you're well informed to make sure you do all this successfully.

- Be ready to be peppered with questions you might rather not answer - be honest and be frank, but don't feel obliged to give any more detail than you feel comfortable or would not be acceptable under cultural norms of discussion.

- Let them know where they can find out more if they are too emotional or afraid to ask you straight away.

- Be prepared for follow-up questions by phone and in person – it is an on-going process.

Reaction

- Make sure you are emotionally prepared for all reactions, good and bad. Some people can be extremely shocked at first, so be patient. Very negative reactions are unlikely, but if they occur, don’t let this diminish your resolve.

- People who are ignorant of the facts, or emotionally distressed, may begin by saying things that are hurtful without quite realising what they are saying. Remember that they may also be experiencing turmoil too. You have also dropped a big revelation that they most likely weren’t prepared for and are asking them to adjust and accept it immediately – it might have taken you years to come to terms with your gender identity!

- Be ready for people to need time and space to think about things before any discussion takes place. With that in mind – when telling family, don’t leave telling people until the last day of your visit home - do it half way through.

- Make sure people are in no doubt before you leave that it is your life to live, you only have one, and the bottom line is that you are going to continue your transition until it is complete, no matter what their reaction is.

- Unfortunately, you need to consider that you may lose a friend or family members during this process. In some people the revulsion to gender identity issues is so deeply-rooted they simply cannot overcome it.

Finding a mentor

“The mentor in my case is a friend who will give me frank & honest advice.”

To assist you in your transition, you may like to take up the option of a mentor or case manager to help you during the transition period. The role of the mentor can be whatever you negotiate it to be. Obviously both you and the mentor have to be comfortable with the arrangement, but it can include the following:

- Helping to provide advice on military issues related to the correct wearing of your affirmed gender’s uniform, and related grooming issues.

- Being a supportive sounding board.

- Provision of frank and honest advice.

- Being a unit point of contact, or conduit, for questions from the workplace related to gender transition.
Most people choose a mentor of their affirmed gender and it’s most appropriate to choose someone from your peer group or one rank level up (i.e. if you are a CPL then find another CPL or a SGT). Your selection of mentor is likely to work better if your relationship can develop into a supportive friendship. If you cannot suggest your own potential mentors to your Commander/manager, consider seeking advice from the padres or DEFGLIS.

**Period of adjustment – Leave considerations**

After you have announced your plan to transition you may initially wish to keep a low profile and take a short period of leave to adjust your appearance/grooming. Doing so may reduce any confusion for others with your potential gender ambiguity during transition, but this can also be a time for your work colleagues to get used to the idea of you turning up to work as the opposite gender.

Adjusting your appearance and grooming can take some time, for example if you are transitioning from Male to Female you may want to grow your hair. Your gender transition is likely to be more obvious or even successful if your workplace’s dress of the day is Service Dress because there are male/female differences in styles; however you may find this task more challenging if you usually wear DPCUs in your workplace. To overcome some of this workplace awkwardness, particularly during the early stages of social and hormonal realignment, it may be appropriate to negotiate a combination of Short Leave (PACMAN, vol 1. Chap 5. Part 9, Div 1) and some Temporary Home Located Work or other Flexible Work Arrangement (DI(G)PERS 49-4).

For the most part of your transition, you will not need to access Sick Leave (DI(G)PERS 16-21 - Sick and Convalescence Leave – Defence Members), however you are likely to need Sick Leave to recover from some medical or surgical treatment. Accordingly, when Sick Leave is recommended for greater than four continuous calendar weeks you will be required to have a Medical Employment Classification Review (MECR) and a rehabilitation assessment.
ADMINISTRATIVE TRANSITION

Change of name and gender

It is likely that you will wish to choose a name which is more gender-appropriate as well as amending your gender on various official documents. For some of these documents you may wish to commence notification/amendment immediately after gender realisation, but many can be done before you transition in the workplace. For most document changes, a medical certificate confirming your gender is required.

Changing your name to be more gender appropriate is done through your State of residence Birth, Deaths & Marriages office and does not require any surgery. The requirements to change your gender on your birth certificate will depend on the State it was issued by, but usually requires medical supporting documents.

Here is a list of private documentation which others have found useful, but this list is not exhaustive:

1. Driver’s License.
2. Bank accounts.
3. Tax File Number details.
4. Superannuation.
5. Insurance policies.
6. Other licenses or endorsements, e.g. Forklift, Shooters License.
7. Educational records, e.g. Degrees, diplomas.
8. Citizenship papers (if applicable).
9. Civilian passport.
10. Other government agencies, e.g. Centrelink, Medicare.
11. Birth Certificate (Note: all Australian States/Territories recognise the affirmed sex of an individual after surgery, unless the person is married. There are different requirements if you were born overseas).

You will need Administrative assistance to change your name/gender on these official Defence documents:

1. Defence ID cards.
2. PMKeyS – Change of name (Form AD150).
3. Account names of service applications (e.g. PMKeyS, CMS, ROMAN, etc.).
4. Change of Circumstances Notification (Form SVA003).
5. Defence DRN/DSN email accounts. Note: items 2 and 3 above must be completed before this can be actioned. Complete a DRN Access Request to update your Outlook account and change your account name (Form AD261).
6. MedKeyS / Medical documentation.
8. The President/Chairman of your Mess Committee (if applicable).
9. ADF drivers license.

10. Official passport (Note: Australia now has the option of X for sex on a passport).

11. PMKeyS – Change of gender (Note: a reissued Birth Certificate will be required to have the affirmed gender reflected).

It is likely to take many months to successfully capture all the changes, with some possibly not enacted for a couple of years. We all have histories and this takes time to change!

Note: It is also beyond the scope of this guide to discuss the many legal issues and aspects of transitioning gender and how they might relate to family law (e.g. your entitlement to remain legally married). However, you may wish to refer to the Defence policy on Interdependent Partnerships (DI(G)PERS 53-31) regarding de-facto entitlements.

**Uniform and name tags**

Upon presenting the Medical Certification (or Form PM101) to the Clothing Store you will be entitled to wear the uniform appropriate to your affirmed gender including the issue of new name tags.

The Air Force Clothing Policy (AAP 3032.001(AM1)) provides for free exchange of personal clothing due to a medically supervised weight loss program where a member’s body shape has undergone a noticeable change. Similarly, gender transition is a medically supervised change in body shape and an entitlement to a free re-issue of uniform seems therefore reasonable. According to AAP3032.001, you can apply for a free re-issue by submitting a Minute, endorsed by your ADF Medical Officer, to the OIC Air Force Clothing Entitlements (OIC AFCE – RAAF Williams) through your Area Health Network. The MO must declare you have been on a medically supervised program which has changed your body shape such that you should be considered for an entitlement to a free exchange of personal clothing at public expense. On receipt of the Minute, AFCE will seek final approval from DCOORD-AF and advise all concerned of the outcome.

If you have ribbon bars with 4 (or more) medal ribbons, you will to have these adjusted as the Air Force Manual of Dress (AAP 5195.003(AM1)) requires that the row of ribbons consists of not more than four ribbons for a male member and three ribbons for a female member. If you have already been issued with your ribbon bars, you will need to apply to have the amendment to your ribbon bar as a free re-issue along with your application for free exchange of uniform above.
IMPACT TRANSITIONING MAY HAVE ON YOUR AIR FORCE CAREER

Transitioning gender may have an impact on several different aspects of your career including Individual Readiness (IR), physical fitness, weapons testing, Medical Employment Classification (MEC), health and safety, flexible employment and career development.

Posting considerations

Completing transition within a normal posting cycle of 3-4 years is possible, and may or may not be desirable depending on your circumstances. There are many issues which should be considered with regards to postings.

- Specialist Gender Clinics are not available in all posting locations. Posting to a place with a reputable program may need to be considered.
- Moving locations means potentially moving away from a stable environment, including medical specialists and social support. However making a fresh start may be easier for some transitioning members and/or their work colleagues.
- There are positives and negatives about choosing to transition in your current unit or to start afresh at a new unit. The pathways you have taken to transition will also impact on your decision about where you commence the Real Life Experience of your affirmed gender.

Individual readiness (IR)

Transitioning gender may affect your IR, for example, if you have been medically downgraded or there have been delays in undertaking an annual PFT and weapons testing requirements or if you have chosen to make yourself unavailable to deploy.

Air Force IR policy (DI(AF)OPS 4-8) states a Commander is to be informed by Form PM 101 when, as a result of any condition or planned medical treatment, a member will be, or has become, non-deployable for any period likely to exceed 28 days. Commanders may grant an IR waiver for up to a period of 12 months under certain circumstances. Refer to DI(AF) OPS 4-8 for further information.

Air Force IR policy also specifies that members considered for deployment need to be mature, stable, self-sufficient, self-disciplined and capable of working closely with others, including the requirement to share accommodation. In some cases, Commanders may consider the effect of your gender transition on that of your work colleagues and may deem your ability to share accommodation may be somewhat compromised by the awkwardness felt by others. This is a challenging situation for everyone and most of the time these situations can be addressed sensitively and appropriately through communication and education.
Medical Employment Classification

As Gender Incongruence is recognized as a bone fide medical condition, management of your transition will invariably be a combination of administrative and medical tasks, with a requirement to follow the ADF policy on the Medical Employment Classification (MEC) system (DI(G)PERS 15-15). Consideration in the MEC and MECR process needs to be discussed with your treating MO and other specialists and will be dependent upon your personal medical, psychological and pharmaceutical requirements.

As with most member's who transition gender, you are likely to be classified as MEC 3 – Rehabilitation - for at least some of your gender affirmation journey, which means you are being defined as temporarily unfit for operational deployment. For some parts of your transition you may be able to negotiate a MEC 2 – Employable and Deployable with restrictions – because depending on your circumstances, a MECR Board may not consider being transgender and/or taking hormonal medication a medical barrier to deployability. However, as indicated earlier in this document, should you require sick leave for greater than four continuous weeks, you will be required to have a MECR and a rehabilitation assessment.

Physical Fitness Testing

The PFT is a fundamental requirement of service in the Air Force. To account for physiological differences between males and females, the PFT is a sub-maximal, general fitness test with standards relative to the birth gender and age of those taking the test. On commencing the social/hormonal realignment phase of your transition, you may then be required to meet the PFT of your affirmed gender if you are deemed medically fit to do so. Which test you are required to take, and when, will be determined by your treating MO and can be provided to your PTI on a PM101.

Air Force fitness testing policy (DI(AF)PERS 53-13) indicates that members with a medical condition that affects their ability to undertake individual components of the PFT are to be assessed by a MO and given remedial training prior to undertaking the test. However, medical restrictions to performing components of the PFT are only to apply when the member has been allocated a MEC which specifies employment restrictions in accordance with DI(G)PERS 16-15.
THE IMPACT AN AIR FORCE CAREER HAS ON TRANSITIONING GENDER

Being you

It is important to feel that you are able to just be yourself – a somewhat unique and changing situation for you whilst going through gender transition. Just because you are transitioning gender doesn’t mean the workplace has any further rights to your private or personal situations or that they can disregard equity and diversity principles. An inclusive workplace means accepting everyone for who they are, irrespective of their age, sex, gender identity, sexual preference, religion, marital status and cultural background. You should not feel the need to put on a façade at work; adopting a ‘fake’ persona will only lead to unhappiness and a lack of willingness to remain in the Air Force. All members who demonstrate and personify the Air Force values should feel empowered to be themselves.

Staying in touch

Members posted within close range of their hometown are more likely to have ready access to a great support network in existing supportive family and friends, but not always. Whether close to or far away from your support network, keeping in contact with friends and family is important, whether by phone, Facebook, Skype or writing by mail. Good day, bad day, or anything in between – supportive family members will most likely want to hear from you. It is important to maintain close connections with family and friends whom you trust. Support networks are an essential part of dealing with the stresses and challenges you will face during your career.

Building networks in new locations

While all members of the Air Force need to establish new networks and support in each location when they are posted, this can be more difficult for transgender members. One advantage you have as an Air Force member, is that you have access to a ready-made network of people who can provide advice, support and mentoring (see a list of contacts at the end of this guide).

DEFGLIS provides a ready-made support network for you and through DEFGLIS you will be able to connect with other LGBTI members at your new base/locality. Other ways to find and build new support networks are:

- Get involved with your local LGBTI community – your local community is always looking for volunteers to support one another. If you don’t know anyone else, put your Air Force connections to good use, and meet new people while you are strengthening your local community. The DEFGLIS website also maintains a list of LGBTI community resources in every state.

- Pride in Diversity hold regular networking events in each state. DEFGLIS advertises these events and as employees of Defence, we are automatically invited because Defence is a member. These events provide a great way to connect with LGBTI networks in business.

- Pick up your local LGBTI newspaper or read it online. The Star Observer, Gay News Network and SameSame are national LGBTI news services that have a lot of information about what is happening in the community. You’ll most likely find a community event that interests you.
TOP TIPS FOR MEMBERS
TRANSITIONING IN THE AIR FORCE

The following tips have been provided by members who have transitioned gender in the Air Force.

- **Honesty.** “If you wish to be respected you must also give that same respect to your co workers up and down the chain. How you treat others and inform others will be directly related to the way you are treated. It is incredibly hard to open up and trust people with a personal secret you have probably carried for your entire adult life, however from my experiences if you keep an open door philosophy and answer honest questions with polite and clear non emotional detail, most will accept and understand.”

- **Be professional.** “Professional; the hormones you may undertake to change will have a varied and perhaps profound effect on not only your physical body, but more importantly your emotional stability. Try not to allow this to cloud or effect your judgement, it will be hard for some to see this happening, trust in your friends when they point out little slips and errors in your emotional well-being, they have your interests at heart!”

- **Empower those around you.** “Knowledge equals power which equals understanding; empowering those around you to understand will help them feel less threatened and confused, which can assist in being treated with respect and understanding rather than confusion and possibly even contempt and hostility.”

- **Be confident.** “Know your self; make as much effort as possible to be part of the team and not hide or be hidden away to avoid embarrassment. Stepping out in to the work arena will be hard, but the sooner you face this challenge the sooner your well being can return.”

- **Trust.** “Trusting others when you’re vulnerable is hard for most serving people. We are proud, strong and generally rather too stubborn to allow others to take charge of us when we feel we can manage ourselves. The problem is you may not understand all that is happening around you, particularly with your co workers. So listen and trust in your commanders based on their good sound knowledge.”

- **Planning.** “Map out your transition as best you can, try and forecast as much as possible and pass this on to the relevant commanders. Learn and understand not only what’s happening now in your world, but look and think about where you will be and what you may need.”
GUIDANCE FOR COMMANDERS AND MANAGERS OF MEMBERS TRANSITIONING GENDER

Managing or commanding an Air Force member who is transgender should, in theory, be no different to any other Air Force member. However, as can be seen from the previous parts of this guide, there are certain areas in which a little understanding and care can have a great impact for these members.

The Commander's impact

A Commander or a Manager has a powerful role in setting the tone and defining the degree of inclusion within your team. Your leadership and attitude towards transgender members will have a strong impact on whether transgendered members feel they can be themselves in the workplace, and how others treat them. Transgender members who have to hide their Gender Dysphoria are not performing at their best, because they spend a significant amount of their available capacity hiding this aspect of themselves. Spending time ensuring a moderate workplace that encourages everyone to be themselves allows the Air Force to capitalise on the strengths of all individuals and reduces the likelihood that you will need to deal with unacceptable behaviour within your unit.

Managing or commanding a transgender member may seem a daunting experience for a supervisor or commander, influenced by either personally held beliefs, a lack of understanding or awareness of the issues, or in some cases, minimal understanding or experience with transgender people. However, it is important to treat transgender members the same as any other Air Force member under your command. There is support available to commanders and supervisors - please see the support available section of this guide.

Harassment and Bullying

Transphobic attitudes and harassment is one of the most pervasive, frightening, and potentially damaging threats members can face. If a member is being bullied, called names, threatened, or physically harmed at their workplace because of their Gender Dysphoria, it is a command responsibility to act to stop the harassment and rectify the situation. If the Chain of Command (CoC) does not do anything to protect the member, they can be held liable.

The impact harassment can have on members should not be underestimated; it has the potential to affect the member both personally and professionally. One Airman reflects on overhearing two colleagues marking derogatory remarks about his sexuality:

‘This was the point that I felt I had lost the fight for Equality within my Squadron. I started contemplating leaving the RAAF. I started participating in self-destructive activities (such as binge drinking) and my self-esteem was broken. Although I had to stay at the SQN, I lost my spark and my drive to be at work or participate in SQN activities. I never wanted to be around anyone and I became recluse’.

Allowing inappropriate jokes, attitudes or comments which marginalise transgender persons is equally damaging to an inclusive workplace culture, especially considering that its very difficult to know whether there is a transgender person within the unit or not. If a transgender person has made a decision to not disclose their gender dysphoria, it’s very unlikely they will come forward to report unacceptable behaviour.

The member’s colleagues, supervisors, chain of command or anyone in their workplace does NOT have the right to “out” someone without the affected member’s permission. This can have tragic and dire consequences. Threatening to disclose personal information violates a member’s right to privacy.
TIPS FOR COMMANDERS FROM MEMBERS WHO HAVE TRANSITIONED GENDER

- Protect the member’s privacy. Information management is very important.
- Become very familiar with Understanding Transitioning Gender in the Workplace.
- Seek guidance and advice from the Padre, Psychology section and Medical services. Attend medical case management meetings to ensure you are well informed on the issues surrounding your member.
- Seek guidance and advice from other Commanders & Managers who have experience with gender issues. AFWD or DEFGLIS may be able to put you in contact with other Commanders/managers who have been through a similar management process.
- If the member has not articulated a transition plan encourage the member to develop a transition plan to include a notification plan.
- Listen to the member’s wishes with respect to disclosure to the workplace and the broader community.
- Provide the member with a Mentor who the member is comfortable with.
- Be sure you understand your member’s wishes with regards to their transition
- Be open with your transitioning member. Feel free to ask them questions.
- Ensure that other members in the unit know that intolerance, bullying or any other ill-behaviour towards the member transitioning will not be tolerated.

Support available and further information

- Mentoring and support available from CPL Amy Hamblin, the first Air Force member to successful transition, amy.hamblin@defence.gov.au
- Defence Gay, Lesbian, Bi, Transgender and Intersex Information Service (DEFGLIS) www.defglis.com.au
- Pride in Diversity www.prideindiversity.com.au
- The Gender Centre www.gendercentre.org.au
- Diversity Council Australia www.dca.org.au
- Gender identity www.med.monash.edu.au/gendermed/identity
- World Professional Association for Transgender Health (WPATH) www.wpath.org
- Gender Education and Advocacy www.gender.org
- The National LGBTI Health Alliance www.lgbt.health.org.au
- Human Rights Campaign, Transgender Visibility www.hrc.org/documents/transgender_visibility_guide
- Centre for Gender Sanity, Managing Transsexual Transition in the workplace www.gendersanity.com/shrm.html
- Transsexual Road Map, Family Issues www.tsroadmap.com/family/index.html
- Wipe Out Transphobia, Myth buster www.wipeouttransphobia.com/myth-buster/

**Anti-Discrimination Legislation**

- Australian Human Rights Commission Act 1986 (Commonwealth)
- Sex Discrimination Act 1984 (Commonwealth)
- Discrimination Act 1991 (ACT)
- Anti-Discrimination Act 1977 (NSW)
- Anti-Discrimination Act 1996 (NT)
- Anti-Discrimination Act 1991 (QLD)
- Equal Opportunity Act 1984 (SA)
- Anti-Discrimination Act 1998 (TAS)
- Equal Opportunity Act 1995 (VIC)
- Equal Opportunity Act 1984 (WA)

**Births Deaths & Marriages**

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REFERENCES

Australian Air Publication 3032.001(AM1) Air Force Clothing Policy (4th ed.).

Australian Air Publication 5195.003(AM1) Manual of Dress.


Department of Defence (2011). Understanding transitioning gender in the workplace

Defence Instruction (General) Personnel 16-15 – Australian Defence Force Medical Employment Classification System

Defence Instruction (General) Personnel 16-21 – Sick and Convalescence Leave – Defence Members

Defence Instruction (General) Personnel 36-2 – Australian Defence Force Policy on Individual Readiness

Defence Instruction (General) Personnel 49-4 – Flexible Work Arrangements for members of the Australian Defence Force

Defence Instruction (General) Personnel 50-1 – Equity and Diversity in the Australian Defence Force.

Defence Instruction (General) Personnel 53-1 – Recognition of Interdependent Partnerships.

Defence Instruction (Air Force) Personnel 53-13 – Physical Fitness in the Royal Australian Air Force

Defence Instruction (Air Force) Operations 4-8 – Individual Readiness


ANNEX A

GENDER TRANSITION SUPPORT PLAN

Introduction
This plan provides Commanders/Managers, Supervisors and transgender members with some extra guidance on the implementation of a gender transition arrangement.

Meeting
Commanders/managers and the transitioning member will need to develop a transition plan or roadmap for mutual clarity and guidance. There is no standard template to be used but the plan should include consideration of the duration of transition, the pathways being taken for the member to transition, and posting considerations.

Timelines
Complete gender transition can take years, however much of the early journey will happen between the member and their health care providers, usually hidden from the unit management and personnel.

- **Diagnosis (up to 12 months):** For a member to seek medical advice and receive an accurate diagnosis can take several months. This phase includes the process of obtaining a specialist referral, waiting times for specialist medical appointments, a number of appointments to enable assessment by the specialist, then eventually a specialist diagnosis.

- **Commence Treatment:** After specialist diagnosis, hormonal realignment therapy is usually commenced. Again the member will need a different specialist referral (and associated wait times) to obtain a prescription for and to commence hormonal treatment. Treatment may be commenced prior to disclosure or commencing Real Life Experience.

- **Disclosure:** After diagnosis, the member will need to decide on who and when to tell family friends and work colleagues. This Support Plan should be commenced as soon as the member chooses to disclose their condition and intent to transition gender to the Unit management. Seeking out an appropriate mentor and other support structures is very important at this point. Members will most likely have identified a new name for themselves and will want to commence changing their name and aligning their gender identity with official documents.

- **Commence Real Life Experience (at least 12 months):** Member begins living full time in their affirmed gender to stabilise their life and ensure this change is definitely right for them. This will occur for at least 12 months before gender reassignment surgery is considered. At the beginning, members may want to consider a period of leave or ways to maintain a low profile whilst developing a more gender-appropriate appearance. Where possible, the timing of this stage can be linked with posting cycles (especially if transitioning into a new unit) and/or stand down periods.

- **Surgery (up to 6 months):** Members requiring surgery will need to obtain the necessary approvals prior to seeking a surgeon and being scheduled for the applicable surgery. Additionally, there will be a recovery and rehabilitation period.
There are many variables to this timeline but full transition is unlikely to occur in less than 2-3 years. There are many drivers which will affect this timeline including the member’s:

- desire to keep things on track and be an advocate for themselves.
- social/family situation.
- response to medical and hormonal treatment.
- psychological health.
- Unit management, personnel and tasks.
- Personnel Manager and Employment Group sponsor.

**Posting considerations**

Completing transition within a normal posting cycle of 3-4 years is possible, and may or may not be desirable depending on the member’s circumstances. There are many issues which should be considered with regards to postings.

- Specialist Gender Clinics are not available in all posting locations. Posting to a place with a reputable program may need to be considered.
- Moving locations means potentially moving away from a stable environment, including medical specialists and social support. However making a fresh start may be easier for some transitioning members and/or their work colleagues.
- There are positives and negatives about choosing to transition in your current unit or to start afresh at a new unit. The pathways you have taken to transition will also impact on your decision about where you commence the Real Life Experience of your affirmed gender.
- It can be challenging to commence hormonal treatment and changing official documentation whilst still living in your birth gender role.

**Other considerations**

Many other considerations, such as use of ablutions, have been addressed in the *Understanding Transitioning Gender in the Workplace* guide, particularly the flowchart at annex B of the guide.
ANNEX B

MEMBERS STATEMENT PROVIDED TO [INSERT CO - UNIT]

ROADMAP FOR TRANSITION SUBMISSION BY [INSERT NAME RANK PMKEYS]

Reference:
A. Department of Defence Guideline: Understanding Transitioning Gender in the Work Place.
1. [Insert Introduction]
2. I have been addressing my own health and well-being issues since [insert appropriate date] when I sought help for issues I have with my gender identity. IAW refs A and B this is the earliest opportunity to inform you.

Background
3. [Insert Time line of the journey thus far which you want to disclose, including related family issues].
4. In [insert date] I was struggling with my gender identity issues and sought medical and psychological help.
5. I was referred to the Gender Identity Clinic and…
6. After X appointments with the Psychiatrist I was diagnosed with Gender Identity Disorder and was approved for hormone treatment.

Current situation
7. I have been given medical approval to start social realignment from the male/female* role to the female/male* role. Attached at annex A is a copy of the letter from Dr XX acknowledging my need to commence gender transition, so I can commence changing the gender identity on my identification.
8. [Insert the information you want to disclose, including family situation for which you may need management support or assistance].

Transition
9. [Insert when you would like to start the transitioning gender at work].
10. [Insert future medical plans as you wish to disclose, including plans for hormonal and/or gender realignment surgery if applicable].
11. [Insert request for leave or suggestion for Flexible Work Arrangements].
12. [Insert suggested allocation of a same-sex mentor and/or case manager].
13. [Insert your suggestion about any transition arrangements for use of ablutions at work, and or any living-in arrangements which may need to be reviewed].
14. [Insert suggestions on how you would like to inform the workplace, e.g. draft a statement, have a team meeting, and what information (if any) management can disclose on your behalf].
Conclusion

15. I understand that this issue will come as a shock to most people. As I have stated before; I know the importance of taking care of myself. I need to do this to take care of myself. I will keep my Chain of Command fully informed as I progress through my transition. I will continue to maximise my contributions to the work of [insert unit name].

Signature Block

Date
ANNEX C

An example of written communication between the transitioning person and management

Dear______,

I have some very personal but important information I would like to share with you. This is not an easy letter to write and it has taken me many years to prepare for this moment.

For many years now I have felt a disconnect between my mind and the body I was born with. I have now been diagnosed with a medical condition called Gender Dysphoria, which means that my mind and body are not affirmed from a gender point of view. In other words, whilst my physical sex is male, my psychological gender perception is actually female. There has been some research done which suggests that this condition is most likely caused by imbalances in the mother or foetus before birth. It is therefore a condition I have had all of my life. I have had to accommodate this condition with increasing difficulty.

As a result of this condition I have spent many years suffering confusion, doubt and guilt resulting in increasing levels of depression and years of broken sleep. It is only now after considerable introspection and professional help, that I have come to grips with the issues and the alternatives that I face. I really only had three options:

1. continue trying to cope with the condition and live with increasing levels of depression and probably see my life disintegrate around me;
2. succumb to the depression that I have been suffering and attempt to end it all; or
3. end years of denial and address the mind/body mismatch by rebuilding my life and living as the woman I know I am.

The last few years have been an emotional roller coaster as I have battled with these alternatives. As a result of the professional help I have received I have accepted that I can not continue to live as a woman trapped in a man’s body. Suicide is also not a route I want to take. I have been able to reach a decision which means that I now have a future to look forward to as a woman.

I have spent a big part of my life trying to deny the real me. I have done a lot of reading and research in recent years and I was relieved to find that I was not the only person to face these issues. The incidence of Gender Dysphoria is not high. As it is not a common condition, the awareness of it within Society is very limited and news about it is often met with ridicule rather than attempts to understand it.

Making the decision to transition from male to female has not been easy. In fact, it has been agonising, especially when considering the impact on my wife and our children as well as my parents and other loved ones. The last few years have been extremely difficult. I had an overwhelming need to understand the issues and work out what I needed to do to be true to myself. The confusion, the doubt, the fear of the unknown and concern over the impact and pain on my family really made me try to make option 1 work. It did not. I now know that I must live and work as a woman. I now need to find a way for me to successfully make the transition and restart my life as a woman.
I want to continue working with this Department. I want to continue using my skills, experience and knowledge to add value and make a difference. I realise this will provide many challenges for me, you as my Manager, my work colleagues, and for the Department.

My plans are to change my name to [new name] in December and to commence living as a woman at that time. As you know I have arranged to take four weeks annual leave over Christmas. I would like to inform my work colleagues of my transition plans prior to my holiday and then return in the New Year as [new name].

It will take some time for me to make a full transition. It will take time to ‘unlearn’ all my male habits and ways and to learn new ways. I have found it increasingly difficult living with such a big secret and not talking about the real me and being open and honest with you and others about my true self. I have not meant to mislead you or any of my colleagues. I hope you can understand that it has been a very emotional time for me and my family and I have needed to get myself sorted out and prepared before telling you and the rest of the organisation about this.

I would like to meet with you to discuss some thoughts and plans on how a smooth transition might be achieved so that this process is as stress-free as possible for all concerned. I have the contact details for a psychologist who has had experience in assisting people and businesses through the transition phase and I would like to involve her as I take this huge, frightening but vital step. I believe her involvement may also make the transition easier for my work colleagues too as she will be able to assist them with understanding what is happening.

I would appreciate your keeping my news confidential at this stage as I want to avoid any uncontrolled rollout of the news around the workplace. This will help avoid disruption and embarrassment for my colleagues and for me.

I realise that this whole process will not be easy, but I would really appreciate your support and advice on how it might be achieved. I am always available to answer any questions you may have now or in the future.

With respect,

[Your name]
ANNEX D

Example of written communication between a transitioning person and their workplace colleagues

Dear ________,

I have some very personal but important information I would like to share with you. This is not an easy letter to write and it has taken me many years to prepare for this moment. I suspect that you will be rather surprised and even dumbfounded at the contents of my letter.

I have been diagnosed with a medical condition called Gender Dysphoria, which means that my mind and body are not aligned from a gender point of view. In other words, whilst my physical sex is male, my psychological gender perception is actually female. There has been some research done which suggests that this condition is most likely caused by imbalances in the mother or foetus before birth. It is therefore a condition I have had all of my life. I have had to accommodate this condition with increasing difficulty.

As a result of this condition I have spent many years suffering confusion, doubt and guilt resulting in increasing levels of depression and years of broken sleep. It is only now after considerable introspection and professional help, that I have come to grips with the issues and the alternatives that I face. I really only have three options:

1. continue trying to cope with the condition and live with increasing levels of depression and probably see my life disintegrate around me;
2. succumb to the depression that I have been suffering and attempt to end it all; or
3. end years of denial and address the mind/body mismatch by rebuilding my life and living as a woman.

The last few years have been an emotional roller coaster as I have battled with these alternatives. As a result of the professional help I have received I have accepted that I can not continue to live as a woman trapped in a man's body. Suicide is also not a route I want to take. I have chosen option 3. This means that I now have a future to look forward to as a woman.

I have spent a big part of my life trying to deny the real me. For many years I believed that I was the only person with such feelings and therefore I believed they could not be right so I hid them. I have done a lot of reading and research in recent years and I was relieved to find that I was not the only person to face these issues.

Making the decision to transition has not been easy. In fact, it has been agonising, especially when considering the impact on my wife and children, and my parents and other loved ones. The last few years have been extremely difficult. I had an overwhelming need to understand the issues and work out what I needed to do to be true to myself. The confusion, the doubt, the fear of the unknown and concern over the impact and pain on my family really made me try to make option 1 work. It did not.
I know that I must live and work as the woman I really am. I now need to find a way for me to successfully make the transition and restart my life as a woman.

It will take some time for me to make a full transition. It will take time to ‘unlearn’ all my male habits and ways and to learn new ways. I have found it increasingly difficult living with such confusing feelings and not being able to be the real me. I have not meant to mislead you. I hope you can understand that it has been a very emotional time for me and my family, and I have needed to get myself sorted out and prepared before telling you about this.

The incidence of Gender Dysphoria is not high. As it is not a common condition, the awareness of it within Society is very limited and news about it is often met with ridicule rather than attempts to understand it. Some of you may have had previous experience with transitioning people and can therefore relate to my need to transition. If you have not, I can understand that you might be confused and find this letter quite unbelievable. I have lived with this condition all of my life and have consulted many professionals who specialise in gender issues. I would welcome any questions that you might have. I would much prefer to help you and others to understand my condition and its implications than to have any misconceptions exist. I would ask that you respect my right to privacy and understand that there might be some questions that I feel are not open for discussion.

My plans are to change my name to [new name] in mid-December and to commence living as a woman at that time. As you know I have arranged to take four weeks annual leave from mid-December until mid-January. When I return in the New Year please refer to me as [new name] and use ‘she’ and ‘her’ as appropriate.

This is a very daunting time for me as I don’t know how you and others will react to my news and my transition. I will try to make it as easy as I possibly can for everyone. I hope you will see that whilst the external appearance will change, not everything will be different. I will be the same person with the same values, skills, experience and knowledge as before. I want to continue the same friendship and close working relationship we have had in the past. I would ask that you extend to me the same level of respect and assistance that you have previously, as your support in assisting me through this very difficult period of change for us all would be really appreciated.

I have been heartened by the support I have had from the senior management. My transition raises new and interesting challenges and their support has helped ease some of my anxieties. They have reinforced the Department’s Equity and Diversity policy and Values.

The meeting you have been invited to this week will give you the opportunity to meet the psychologist I have been working with in recent years. She has considerable experience in assisting those with Gender Dysphoria and will provide some more background on the subject. She will also be able to answer any questions you might like to raise. I will not be attending the meeting.

In closing, please help with my transition by referring to me as [new name] on my return to work next year, accept my decision and treat me with the respect that you have previously, and please feel free to ask any reasonable questions to help avoid any misconceptions.

Thank you for taking the time to read this letter.

With respect,
[your name]
SENATE ESTIMATES BRIEF

DIVERSITY INITIATIVES
Diversity Issues

- Air Force has developed a series of Air Force Diversity Guides targeting a wide range of diverse groups (and their Commanders) within Air Force, including:
  - Members who are Transgender
• The Diversity Guides are informally written and provide practical advice for overcoming any barriers or challenges, highlight policies and encourage participation in local support groups. A key feature of the guides is a list of Air Force members willing to act as mentors and provide advice to any member who may require support.
FORCOMD DIRECTIVE ON SEX AND GENDER DIVERSE MEMBERS
SEX AND GENDER DIVERSE MEMBERS WITHIN FORCOMD

References:

E. Australian Government Guidelines on the Recognition of Sex and Gender, updated Nov 2015

G. Understanding Transitioning Gender in the Workplace

I. Defence Health Manual Volume 2, Part 9, Chapter 13 – Medical Management of Gender Dysphoria and Gender Realignment in Defence Members

1http://dmet/People/Diversity/Documents/Understanding_Transitioning_Gender_in_the_Workplace_V1_03.pdf
2https://docs.wixstatic.com/ugd/2bc3fc_c2d4035ff5684f41a813f6d04bc86e02.pdf
f. **Sex or Gender Diverse (SGD).** SGD is intended to be an inclusive term that, in the context of this directive, refers to, but is not limited to: transgender, ...

i. **Transgender.** Ref G states that broadly speaking, anyone whose identity, appearance or behaviour falls outside of conventional gender norms can be described as transgender. The term transgender is widely accepted as an umbrella term that is used to describe all those whose gender identity is different to their biological sex. The term should only be used as an adjective; that is, individuals should be referred to ‘transgender people’, not ‘transgenders’. Transgender men are people who were registered at birth as female but now present to the world as male. Transgender women were registered at birth as male but now present as female. The precise definition for transgender remains in constant flux. For further guidance commanders should refer to Ref E and G.

j. **Transitioning.** Ref G defines transitioning as the process whereby a transgender person moves from living as a person of their assigned gender to living in their ‘true’ or affirmed gender. This usually involves Hormone Replacement Therapy, a minimum of twelve months social integration and sometimes surgery.
ADMINISTRATION OF SGD MEMBERS

7. Ref E recognises that individuals may identify as a gender other than the sex they were assigned at birth, or may not identify as exclusively male or female. The guidelines also standardise the evidence required for a person to change their sex/gender in personal records held by Australian Government departments and agencies. ADF policy covering the medical management of Gender Dysphoria, Gender Realignment (Ref I) and Gender Transition (Ref G) exists and Commanders are to ensure SGD members have appropriate medical support to assist with risk mitigation.

1http://dmet/People/Culture/Pages/Defence-Values.aspx
4http://dmet/Army/DWSA/Cultural%20Reform/Pages/Army's-Values-and-Behaviours.aspx
19. Passports. Vide Ref G a transgender member may have a passport issued in their affirmed gender. Gender realignment surgery is not a pre-requisite for the issue of a passport in a new gender. A letter from a medical practitioner certifying that the person has had, or is receiving, appropriate clinical treatment for gender transition to a new gender, or that they are intersex and do not identify with the sex assigned to them at birth, is acceptable for the issue of a passport with a different gender. A form, B-14 — Declaration: gender change in travel document, is available on the Department of Foreign Affairs and Trade (DFAT) website.
Defence People Group request for input to Ministerial Correspondence by 18 Jan 2017
Updated Gender Strategy

Army are currently updating the Chief of Army's Gender Strategy; *Enhancing Capability through Gender Diversity*. This will be done with a view to inclusion of non binary, transgender* and intersex people.

Lesbian, Gay, Bisexual, Transgender and Intersex Strategy 2016-2020

As part of Army’s continuing commitment to providing an inclusive workplace for its people, the Chief of Army (CA) released the Army Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) Strategy 2016-2020. The strategy aims to provide support and education to Army personnel to better enable individuals, leaders, teams and the organisation to continue towards inclusivity.

Army seeks to cultivate an inclusive environment that enables us to utilise diversity to enhance capability. By creating this environment, Army will benefit from the full participation of all our personnel, regardless of:

- Rank,
- Employment Categories,
- Sexual Orientation,
- Biological Sex, or
- Gender Identity.

The Army LGBTI strategy aims to ensure that all Army personnel enjoy a work environment where equal opportunities are the norm, regardless of gender or sexual orientation. The strategy will encourage such an environment through focusing on support and education for the individuals, leaders and teams who most influence the lived experience of LGBTI personnel:

- Develop and implement effective support mechanisms throughout all levels of the organisation,
- Identify and mitigate barriers to achieving a diverse and inclusive environment,
- Maintain a strong relationship with Defence Gay and Lesbian Information Service (DEFGLIS),
- Support the Defence PRIDE network, and
- Acknowledge LGBTI days of significance such as the Sydney Mardi Gras and the International Day against Homophobia and Transphobia (IDAHOT).
Following engagement with the individual and their chain of command a series of education sessions on gender awareness and sexual orientation were facilitated by Army’s LGBTI partner organisation, Pride in Diversity for ADFA staff and the individual’s peer group (Flag A).

4. Follow up discussions with ADFA highlighted the utility of these sessions in increasing awareness of the sensitivities of gender transition, dispelling myths and providing support to the individual. As a result, ADFA will continue to include these sessions in annual staff induction training, mandatory training for First Year Cadets, and a simplified version as refresher training into mandatory training for Second and Third Year Cadets.

5. Due to the success of these sessions it is proposed to embed gender awareness training into the curriculums at RMC-D and 1RTB. AGDEC endorsement is being sought to commence consultation with FORCOMD, DGTRADOC and RMC-A to explore training options and timings.

6. Inclusion of this training will instil Army’s intent for an inclusive environment into the organisations newest members and aligns with Army’s LGBTI Strategy’s commitment to provide support and training for individuals, leaders and teams.

7. It is intended that consultation would occur with FORCOMD, DGTRADOC, RMC-A and Pride in Diversity to develop a training package for Army to provide internally.
RESOURCE AND FINANCIAL IMPLICATIONS

8. This submission does not seek any additional resources at this time. Development and delivery of training packages will be resourced from within the DWS-A LGBTI strategy allocation.

RISK CONSIDERATIONS

9. No risks have been identified given the endorsement of these recommendations aligns with Army’s intent as outlined in the LGBTI Strategy annex of Army’s Diversity and Inclusion Framework. Feedback from ADFA’s adoption of these awareness sessions has produced no known adverse effects.

Brief Prepared By: M. Hannaford        SO Diversity               11 Nov 16
Cleared By: COL S. Kerr               DWS-A                      14 Nov 16
Consultation: MAJ W. Say              OC Foxtrot Sqn, ADFA

Flag:
A. Let’s Talk Gender presentation delivered by Pride in Diversity.
AGDEC Summary of Outcomes: 24 Nov 16

Members in Attendance
LTGEN Campbell (CA - Chair), MAJGEN Buir (DCA), MAJGEN Gilmore (COMD FORCOMD), MAJGEN McLachlan (COMD 1 Div), BRIG Wilton (DGPERS-A), BRIG Cantwell (representing COMD 2 Div), WO Spinks (RSM-A), WO1 Brett (RSM-C), Ms Avril Henry (AHAA!)

In Attendance
BRIG Brewer (COMDT RMC-A), COL Kerr (DWS-A), Ms Hannaford (SO Diversity), LTCOL Francis (SO1 CR-A), LTCOL Maurice (Secretary).

Apologies:
MAJGEN Sengelman (SOCAUST) MAJGEN Porter (COMD 2 DIV), BRIG Spalding (COS AHQ)

<table>
<thead>
<tr>
<th>Serial</th>
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<th>Comment</th>
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<td>14</td>
<td>Review of Army Gender Awareness</td>
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<td>AGDEC endorsed and CA agreed to commence consultation to embed gender awareness training in the training curriculum.</td>
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<td>CA conveyed his concern that the first gender reassignment experience was ahead of the policy construct as well as the embedded institutional understanding of its implications. CA is equally concerned for this person’s lived experience, and the capacity of some in Army to be accepting.</td>
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<td>Ms Justine Greig (FAS People Policy &amp; Culture, DPG) agreed Defence was not institutionally ready. In 2017, DPG will work with Pride in Diversity to provide another conversation about the meaning of the term inclusion.</td>
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<td>COMDT RMC-A suggested training needed to be specific and focussed on outcomes rather than methods. He recommended the training be delivered by contracted SME, not from within Army. RSM-A suggested training be expanded to focus on Subject 1 for CPL. RSM Ceremonial echoed this comment citing it as a leadership issue.</td>
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<td>18</td>
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<td><em>Action:</em> DGPERS-A is to identify ways to deliver gender awareness training to those not undertaking promotion courses or professional development IOT ensure consistent messaging across Army.</td>
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Email Advice

Response:

1) Is there a Policy/DI(G)? If not, why not?

Defence supports the inclusion of transgender people in the ADF and adheres to the legislated requirements of *Sex Discrimination Act 1984* (specifically sections 5, 5A, 5B and 5C) and does not discriminate on the basis of sex for the purposes of enlistment/appointment into, or service in, the ADF. Defence is committed to a diverse, inclusive, fair and safe work environment for all personnel and actively supports all its members regardless of their gender, race or sexual identity.

*Legacy/cancelled policy*

On 20 April 2000 a Defence Instruction (General) Personnel was released as DI(G) Pers 16-16 - *Trans-gender Personnel in the Australian Defence Force*. The policy provided some clarity on Defence's position on the enlistment/appointment of transgender members and the treatment of transitioning members that was seen as appropriate at that time. While the reasons for the cancellation of the policy in June 2010 are unclear, a review of the policy in the current context and subsequent to amendments to the Act, indicate that the policy had several deficiencies and gave inappropriate discretionary power to Commanding Officers and other delegates to consider 'discharge' where "behaviour in identifying as a member of the opposite gender...could have serious consequences upon operational effectiveness, cohesion, morale and discipline...". It is likely that such elements of the policy resulted in a need to cancel the Defence Instruction.

*Current policy*

There is no specific enterprise policy on transgender members aside from medical policy (detailed later); this is because transgender and transitioning members are administratively treated as their affirmed gender of male or female. However, to help provide guidance on the administrative arrangements for transgender members, Defence has developed a guide to *Understanding Transitioning Gender in the Workplace*.

2) What is the process for assessment for new recruits?

3) Is there a medical check?

4) Potential psychiatric issues? What would preclude somebody from joining?

Everyone is welcome to apply to join the Australian Defence Force, and their application will be treated with respect.

Defence Force Recruiting has a clear process in place to assess suitability for a career in Defence, including medical and psychological assessments.
Any ADF candidate with gender dysphoria is assessed by Defence Force Recruiting on an individual basis, against the inherent requirements of service and in accordance with the Defence Health Manual. Gender dysphoria and gender reassignment are assessed by both medical and psychology staff in Defence Force Recruiting, together with other specialist reports. All decisions regarding recruiting are made centrally by the Chief Medical Officer.

All candidates with a history of gender dysphoria or gender transition are assessed in Defence Force Recruiting as per below:
- Assessed for resolution of gender dysphoria symptoms, including obtaining a report from their psychiatrist.
- Assessed for hormone treatment requirements, and any health surveillance requirements (to ensure a hand over to Joint Health Command care on entry).
- Assessed for any surgical convalescence (eg recovering from surgery, would be temporarily unfit like anyone else who has had that surgery).

5) When a member is serving and advises that they identify with gender dysphoria, what is the process? What assistance does Defence provide? What cost to Defence? How much does it cost Defence?

Gender dysphoria is managed in accordance with current best practice clinical guidelines under the same principles as any other health condition. To access health care for gender dysphoria, a member would book an appointment with their Defence medical practitioner in the same way as they would for any other medical condition.

Health management of gender dysphoria is tailored to the individual and may include medication, psychotherapy and/or surgery.

Surgery may be necessary to alleviate gender dysphoria, but is not required for gender reassignment.

The scope of health care that Defence provides to its members is based on the Medical Benefits Schedule and Pharmaceutical Benefits Schedule.

Defence funds procedures that are on the Medical Benefits Schedule and are clinically indicated. Purely cosmetic procedures are not funded.

From November 2012 to March 2017, Defence funded treatment for gender dysphoria for 27 ADF members. Of these, 17 members had surgery as part of their treatment.

Of the 17 ADF members who received surgery for gender dysphoria, 10 were male to female reassignments.

From November 2012 to March 2017, the total cost of all treatment for gender dysphoria, including surgery, was approximately $1,052,330. This does not include pharmaceuticals dispensed by Defence.

6) What is the impact on others when current serving members identify as transgender?

Defence supports the workplace when individuals transition gender or are working with an individual who identifies as transgender, by educating and providing support services. This is offered by Defence’s member organisation Pride in Diversity. Pride in Diversity is an Australian not-for-profit employer support program for all aspects of LGBTI workplace inclusion. By utilising
the services of Pride in Diversity, Defence aims to reduce exclusion, invisibility, homophobia and stigma in our workplace.

Pride in Diversity provides support services to individuals who have or may be in the process of transitioning as well as provide direct support to unit level and chain of command.

Commanders and Managers are encouraged to support transgender individuals and to seek support for any issues that might occur. Defence individuals are encouraged to consult with their local Defence Health Facility, Chaplaincy Centre, Defence Community Organisation or their chain of command. Defence members also have access to an all hours support line which is available 24 hrs a day, 7 days a week.

People working within the same work environment as the transitioning individual are given the opportunity to discuss any concerns they may have with their Commander, Manager or the person who is transitioning.

7) Do we have numbers of people who identify as transgender within Defence?

Defence’s Human Resources system does not capture the number of members who identify as transgender. However we can confirm that from November 2012 to March 2017 the ADF health system assisted 27 members with gender dysphoria. Of these, 17 members had surgery as part of their treatment.

8) Are there any transgender members currently overseas, in the US? How will the Trump direction affect them?

Defence does not capture this information in its Human Resources system. However, from a Defence LGBTI community perspective, there are no known ADF transgender members serving in the US.

9) We would also like advice on the cradle to grave (ie recruitment to discharge) management of transgender members.

Defence transgender members receive the same recruitment and health care as any other member in the Australian Defence Force, in line with their affirmed gender. Conditions of Service do not change after a gender transition.

Health care associated with gender transition will differ depending on the circumstances of the individual, the procedures that are being undertaken, and the member’s medical needs. Treatment for gender dysphoria involves a variety of clinical investigations and treatment options. This type of health care is provided to Defence members in accordance with the provisions in the Defence Health Manual, which provides information regarding the diagnosis and clinical management of gender dysphoria and gender realignment in Defence members, including deployability and what management will be funded at public expense.

Defence have the ability to appoint Case Managers in consultation with the person who is transitioning and the Commander or Manager to assist the person during the transition process. The appointment of a Case Manager does not negate the responsibilities of a Commander or Manager in their duty of care or management of the person.

Commanders and Managers are encouraged to assist an individual transitioning gender. One of the ways is to identify mentors. Mentors can be invaluable in the provision of advice and guidance on
the day to day practicalities of living in the affirmed gender. Mentors provide guidance, moral support and tips on gender appropriate grooming and advice on conduct in gender specific spaces.

There are networks available for transgender members, such as DEFGLIS which is a registered charity and incorporated organisation. DEFGLIS provides support to Defence LGBTI personnel and their families through peer support and professional networking in partnership with Defence.

**Drafted By:** Paul Spence, DGIM  
Tel: 02 6265 3027  
Date: 28 July 2017

**Cleared By:** Justine Greig, FASPPC  
Tel: 02 6265 6989  
Date: 28 July 2017
BRIEF 3.8: ADF TRANSGENDER POLICY

Key Facts

- Defence supports diversity and inclusion and is committed to establishing a work environment where all personnel are treated fairly and with respect.
- Transgender members can, in most cases, join or continue to serve in the Australian Defence Force (ADF).
- There is no personnel management policy specifically for transgender people.

| Defence supports diversity and inclusion and is committed to establishing a work environment where all personnel are treated fairly and with respect. | Medical management of gender dysphoria is guided by Defence health policy. Defences guide to Understanding Transitioning Gender in the Workplace provides commanders and managers with a sensible and supportive approach to the management of people transitioning gender. |

Key Issues

- Gender dysphoria is the discomfort or distress that is caused by a discrepancy between a person’s gender identity and that person’s sex assigned at birth. Realignment (reassignment) is the process of transformation to the desired gender. Gender reassignment surgery is part of the suite of treatment options that can be used to manage gender dysphoria but is not mandatory to achieve realignment, or to be recognised as the other gender.

- In the ADF, gender dysphoria, gender realignment and affirmation surgery is managed in accordance with the same principles underlying the provision of health care for any other clinical condition.

- Defence’s guide to Understanding Transitioning Gender in the Workplace provides a sensible and supportive approach to the management of Defence people, whether military or APS, who intend to transition to another gender. Each Service is developing its own guidelines on specific matters, such as uniforms, that impact on transgender personnel.
- Defence has a duty of care to support all personnel. Defence does not intend to identify any transgender members. They will be permitted to undertake their duties as any other personnel with appropriate levels of privacy and security.

- Gender dysphoria does not necessarily preclude someone from military service, and there may be ADF members who have joined after they have transitioned genders. Defence would not necessarily have visibility of these members.

- Defence is participating in a SBS Television Network feature on Transgender ADF Members, that is scheduled to be aired in the same week as Mardi Gras (21 February 2016).

- *Joint Health Command has provided a separate Senate Estimates Brief on Gender Reassignment, including information about gender dysphoria and its medical management.*

**AUTHORISED BY:**
Justine Greig  
A/First Assistant Secretary People Policy & Culture  
Date: January 2016

**CONTACT OFFICER:**
Emily Wilson  
Acting Assistant Secretary Culture and People Development  
Date: January 2016  
Ph: 02 6127 2001 or

**CONSULTED WITH:**
CJHLTH
BACKGROUND

- Gender dysphoria is the discomfort or distress that is caused by a discrepancy between a person’s gender identity and that person’s sex assigned at birth. Realignment (reassignment) is the process of transformation to the desired gender. Gender reassignment surgery is part of the suite of treatment options that can be used to manage gender dysphoria but is not mandatory to achieve realignment, or to be recognised as the other gender.

- The term “transsexual” describes individuals who seek to change, or have changed, their primary and/or secondary sex characteristics through medical (hormones and/or surgery) interventions, typically accompanied by a permanent change in gender role.

- Defence members with gender dysphoria are managed in accordance with current best practice clinical guidelines regarding the health care needs of transsexual, transgender and gender nonconforming people. These clinical guidelines are detailed in the World Professional Association for Transgender Health Standards of Care.

Policy and Guidance

- In 1992, the ADF ended its prohibition on openly gay, lesbian and bisexual personnel serving in the military.

- In 2010, the Defence Instruction regarding the employment of transgender personnel in the ADF was cancelled.

- In 2013, Federal protections for Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) persons were introduced in the Sex Discrimination Act 1984 to provide protection from discrimination on the basis of attributes of sexual orientation, intersex status and gender identity. The Australian Government Guidelines on the Recognition of Sex and Gender were also published, aiming to bring about a consistent approach to recording individuals' sex and/or gender in Government departments and agencies.

- Defence’s guide to Understanding Transitioning Gender in the Workplace provides commanders and managers with sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to another.

Workplace Support and Programs

- Elements of inherited institutionalised culture still linger within Defence and can cause LGBTI personnel to feel excluded or unwelcome in the workplace. However, Defence maintains its commitment to valuing and supporting the inclusion of LGBTI persons. While ADF members have marched in the Sydney Gay and Lesbian Mardi Gras since 1996, in 2013 Defence demonstrated its commitment by allowing ADF members to march in uniform, a practice that continues.

- In order to better understand Defence’s demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the YourSay survey mechanism. The data being collected is not mandatory; however, it has assisted in framing questions within the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.

- Due to the small numbers of transgender personnel, Defence seeks to mitigate the risk of identifying individuals and their details are gathered in accordance with the Privacy Act 1988 and other privacy-related legislation.
Defence has a number of practices in place that enhance inclusiveness and provide additional support and networks for LGBTI members and employees, including:

- Defence workplaces celebrating LGBTI focused days such as 'International Day Against Homophobia and Transphobia' and ‘Wear it Purple’ Days;
- The Defence Pride Network, launched in September 2015, aims to encourage information sharing, raise awareness and provide a safe place for Defence LGBTI members and their allies to seek support and work together to build a more inclusive workplace.
- Working closely with the Defence Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS), a community association that supports and represents Defence LGBTI personnel and their families.
- Defence’s guide to *Understanding Transitioning Gender in the Workplace* provides commanders and managers with a sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to another.

Work is underway to gather further knowledge of the LGBTI community within Defence to address their needs. This includes consistent engagement with peak bodies and other military organisations, as well as supporting research into the history of LGBTI Military Service in Australia since 1945.
BRIEF: ADF TRANSGENDER POLICY

Key Facts

- Defence supports diversity and inclusion and is committed to enhancing its work environment where all personnel are treated fairly and with respect.
- Management of gender dysphoria can be complex and gender reassignment surgery is not performed in all cases.
- There is no personnel management policy specifically for transgender people.
- Defence’s guide to ‘Understanding Transitioning Gender in the Workplace’ was developed to provide relevant personnel with a sensible and supportive approach to their management.
- Transgender status is a medical condition and as such, is covered by medical policy.
- The guiding principle for Defence when considering health care entitlements for military members at public expense is equity with what is provided by Medicare.
- Since November 2012 there have been 13 military members who have had treatment, including surgery for gender dysphoria, costing approximately $395,000.
- Since December 2012 there have been 15 breast enhancement procedures for military members, including for those with breast cancer, costing approximately $235,000.

Key Issues

- There has been recent media attention on transgender military members following Senator Jacqui Lambie’s questions during recent Senate Estimates hearings.
- Gender dysphoria does not necessarily preclude someone from military service and there may be military members who have joined after they have transitioned genders. Defence would not necessarily have visibility of such a military member as being a person who is transgender.
- Management of gender dysphoria can be complex and gender reassignment surgery is not performed in all cases.
The guiding principle for Defence when considering health care entitlements for military members at public expense is equity with what is provided by Medicare. These guiding principles also apply in the management of gender dysphoria. Since November 2012, Defence has been able to access detailed information on health costs following the introduction of the ADF Health Services contract.

Defence pays for some, but not all, aspects of the management of gender dysphoria, including surgery.

Between November 2012 and April 2015, there are 13 military members identified who have had treatment, including surgery for gender dysphoria. Of the 13 members:

- The total cost of all treatment for gender dysphoria during this period, including surgery, was approximately $395,000. This does not include pharmaceuticals dispensed by Defence.

- Fifteen breast enhancement procedures were provided at Defence expense between Defence 2012 and April 2015. This includes procedures for military members who have had breast cancer, and it should not be assumed that all of the breast enhancements procedures were conducted as a result of gender reassignment. The cost of these procedures was approximately $235,000. Of the 15 procedures:

- There may be other military members who identify as transgender and who have privately sought treatment, others who have identified as transgender but are not undergoing any treatment, and yet others who have not yet vocalised their transgender status.

- Defence values the participation of all its members and will continue to provide an environment where all ADF members can contribute equally to capability.

- Defence’s guide to ‘Understanding Transitioning Gender in the Workplace’ has been developed to provide a sensible and supportive approach to the management of Defence people, whether military or APS, who intend to transition to another gender. Each Service will also have its own guidelines on specific matters such as uniforms.

- Defence has a duty of care to support all personnel and to ensure they have an equitable environment in which to succeed. Defence does not intend to identify any transgender members. They will be permitted to undertake their duties as any other personnel with appropriate levels of privacy and security.
BACKGROUND

Policy and Guidance

- In 1992, the Australian Defence Force (ADF) ended its prohibition on openly gay, lesbian and bisexual personnel serving in the military.
- In 2010, the Defence Instruction regarding the employment of transgender personnel in the ADF was cancelled.
- In 2013, Federal protections for LGBTI persons were introduced in the Sex Discrimination Act 1984 to provide protection from discrimination on the basis of attributes of sexual orientation, intersex status and gender identity. The Australian Government Guidelines on the Recognition of Sex and Gender were also published, aiming to bring a consistent approach to recording individuals' sex and/or gender in Government departments and agencies.
- Defence’s guide to ‘Understanding Transitioning Gender in the Workplace’ was developed to provide commanders and managers in Defence with the basis for a sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to the other.

Media / GPCAPT Cate McGregor

- On 9 June 2015, Ian McPhedran reported in the Herald Sun (Melbourne) that taxpayers were hit with a bill of $648,000 over 30 months for sex change and breast enhancement procedures for serving members of the ADF. According to Mr McPhedran “this included 13 cases of gender dysphoria (gender identity disorder) and 15 breast enhancements between November 2012 and April this year. The bill does not include pharmaceuticals issued by Defence.”
- Recent media attention around our transgender members has focussed on GPCAPT Cate McGregor. GPCAPT McGregor is frequently quoted, referred to, and shown. News Corp infers that GPCAPT McGregor has had gender reassignment and breast augmentation surgery at taxpayer expense. GPCAPT McGregor asserts that she did not request, nor will she request, Defence funded surgery for the treatment of gender dysphoria. The use of her name, picture and prior comments on separate matters is inappropriate, particularly considering the public perception and potential personal ramifications.

Workplace Support and Programs

- Defence is committed to having a diverse workforce and inclusive workplaces. Defence strives to make the most of the skills and talents of all personnel and aims to reap the capability benefits of having a diverse workforce through embracing and supporting all personnel, including LGBTI persons.
- A key objective is to position Defence as an employer of choice for LGBTI persons, and as an organisation that respects and supports the inclusion of sexuality and gender diverse persons.
- Elements of inherited institutionalised culture still linger within Defence and can cause LGBTI personnel to feel excluded or unwelcome in the workplace. However, Defence maintains its commitment to valuing and supporting the inclusion of LGBTI persons. Defence demonstrated this in 2013 by authorising volunteers to march in uniform in the Sydney Gay and Lesbian Mardi Gras.
- In order to better understand Defence’s demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the YourSay survey mechanism. The data being collected is not mandatory, however, it has assisted in framing questions within
the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.

- We need to be careful, due to the small numbers, not to risk identifying individuals and details are gathered in accordance with the Privacy Act 1988 and other privacy related legislation.

- Work is underway to gather further knowledge of the LGBTI community within Defence to address their needs. This includes consistent engagement with peak bodies, other military organisations as well as supporting research into the history of LGBTI Military Service in Australia since 1945.

- Defence has a number of practices in place that enhance inclusiveness and provide additional support and networks for LGBTI members and employees, including:
  - Access to conditions of service regardless of sexual orientation or gender;
  - Defence became a foundation member of ‘Pride in Diversity’ in 2009 prior to it being officially launched in early 2010. ‘Pride in Diversity’ is Australia’s first and only not-for-profit workplace program designed specifically to assist Australian employers with the inclusion of lesbian, gay, bisexual, and transgender employees. Defence attends the ‘Pride and Diversity’ network meetings with other APS agencies; and
  - Encouragement of Defence workplaces to celebrate LGBTI focused days such as 'International Day Against Homophobia and Transphobia (IDAHOT)’ and ‘Wear it Purple’ day.

- Defence supports and works in close collaboration with the Australian Defence Force Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS).

- Sydney Gay and Lesbian Mardi Gras Parade: Defence authorises the ongoing voluntary participation of ADF members in uniform at the annual Parade. Defence’s participation in the Parade provides a strong statement of the commitment that Defence places on LGBTI inclusion. In 2015, the Warrant Officer – Navy, Regimental Sergeant Major – Army and the Warrant Officer – Air Force lead their respective Service in the Parade.

- Sydney Gay and Lesbian Mardi Gras Fair Day: Defence Force Recruiting occupies an information stall at Fair Day to promote the ADF as an employer of choice. Fair Day is a signature event of the Sydney Gay and Lesbian Mardi Gras celebrations.

- Defence participates in the annual Pride in Diversity awards which recognises individuals and organisations making significant achievements relating to LGBTI workplace inclusion practices.

- Australian Workplace Equality Index (AWEI) benchmark activity: AWEI is Australia’s definitive national benchmark on Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) workplace inclusion practices and initiatives. Participation in AWEI provides Defence with comprehensive feedback and benchmarking information regarding its LGBTI workplace inclusion practices.

- Defence was recognised as a Bronze level employer for its work on LGBTI workplace inclusion practices in 2014. In 2015 Defence participated again for the 2014 year and was recognised as a Silver level employer.

- Defence sponsored Pride in Diversity's Australian National Recruitment Guide in 2014. The Guide highlights organisations actively engaged in making workplaces inclusive of sexual and gender diversity and is distributed to universities, LGBTI student collectives, TAFEs, career advisory services and recruiters. Defence will be contributing to the 2015 Guide.

- LGBTI Employee Network: An information session was held in November 2014 to discuss the establishment of a Network to support LGBTI personnel. The network will undertake agreed objectives in support of LGBTI goals identified in the Defence Diversity and Inclusion Strategy.
2014 - 2017. There has been an overwhelming response both locally and regionally for membership to the network. Planning is currently underway to proceed with network arrangements.

- Defence LGBTI Champion: Defence established an LGBTI Champion in 2014 to act as a role model for visible change across Defence especially in relation to LGBTI inclusive practices.

- In March 2014, Chief of Navy formally appointed WO Stuart O’Brien as the inaugural Navy Strategic Advisor for Lesbian, Gay, Bi-Sexual, Transgender and Intersex (NSA LGBTI) issues. This significant appointment sends a strong signal of support to all Navy personnel and the broader community of Navy’s ongoing commitment to diversity and inclusion. The Strategic Advisor has provided input into Defence People Group initiatives on the update of the Defence transgender policy, proposed Defence census questions on LGBTI personnel and responded to international requests for policy and program best practice data.

- The Army LGBTI Strategy is under development. Nested within Defence’s Diversity and Inclusion Strategy 2014 – 2017, the Army LGBTI Strategy will aim to position Army as an employer of choice for LGBTI persons, and as an organisation that respects and supports the inclusion of sexuality and gender diverse persons. The effect of this initiative is to increase diversity in the workplace and foster an inclusive and respectful environment. A supporting element to this strategy was the development and success of the Army Pride pin.
BRIEF 3.5: ADF TRANSGENDER POLICY

Key Facts

- Defence supports diversity and inclusion and is committed to establishing a work environment where all personnel are treated fairly and with respect.
- There is no personnel management policy specifically for transgender people.
- Defence’s guide to *Understanding Transitioning Gender in the Workplace* was developed to provide relevant personnel with a sensible and supportive approach to their management.
- Medical management of gender dysphoria is guided by Defence health policy.

Key Issues

- Defence’s guide to *Understanding Transitioning Gender in the Workplace* (attached) has been developed to provide a sensible and supportive approach to the management of Defence people, whether military or APS, who intend to transition to another gender. Each Service is developing its own guidelines on specific matters, such as uniforms, that impact on transgender personnel.
- Defence has a duty of care to support all personnel. Defence does not intend to identify any transgender members. They will be permitted to undertake their duties as any other personnel with appropriate levels of privacy and security.
- Gender dysphoria does not necessarily preclude someone from military service, and there may be ADF members who have joined after they have transitioned genders. Defence would not necessarily have visibility of these members.
- *(Specific details of gender dysphoria and its medical management is contained in a separate Senate Estimates Brief on Gender Reassignment (Personnel 14) by Joint Health Command - attached.)*
Elements of inherited institutionalised culture still linger within Defence and can cause LGBTI personnel to feel excluded or unwelcome in the workplace. However, Defence maintains its commitment to valuing and supporting the inclusion of LGBTI persons. Defence demonstrated this in 2013 by authorising volunteers to march in uniform in the Sydney Gay and Lesbian Mardi Gras, a practice that continues.

In order to better understand Defence’s demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the YourSay survey mechanism.

The data being collected is not mandatory; however, it has assisted in framing questions within the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.

The following table identifies the number of ADF and APS who identified as transgender.

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<th>YourSay Survey</th>
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<td>10</td>
<td>10</td>
</tr>
<tr>
<td>APS</td>
<td>47E(c)</td>
<td>10</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>20</strong></td>
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YourSay survey data has identified that most ADF and Defence APS respondents who identified as transgender indicated that:

- Defence was committed to a diverse and inclusive workforce,
- Defence policy and instructions provided enough guidance on diversity issues; and
- their supervisor works effectively with people from diverse backgrounds.

This was similar to the results for all respondents, though respondents who identified as transgender were more unsure/neutral of Defence’s commitment to diversity and inclusion and slightly less positive than all respondents.

Similarly, respondents who identified as transgender tended to be a slightly more neutral/unsure and less positive of their colleagues, supervisor, and CO/Branch Manager’s valuing diversity and support for
an inclusive workforce. A minority of all respondents and also respondents who identified as transgender indicated that valuing diversity and support for an inclusive workforce was uncommon in their workplace.

- Though in terms of taking practical action to improve, respondents who identified as transgender were similar to all respondents with the majority indicated that Defence has taken practical steps to be a more fair, respectful and inclusive organisation.

- Respondents who identified as transgender had similar views to other respondents in regards to how Defence manages unacceptable behaviour.

**AUTHORISED BY:**
Justine Greig
A/ Head People Policy and Culture
Date: 16 October 2015

**CONTACT OFFICER:**
Ellen Swavley
Acting Assistant Secretary Culture and People Development
Date: 16 October 2015

**CONSULTED WITH:**
CJHLTH
BACKGROUND

Policy and Guidance

- In 1992, the ADF ended its prohibition on openly gay, lesbian and bisexual personnel serving in the military.
- In 2010, the Defence Instruction regarding the employment of transgender personnel in the ADF was cancelled.
- In 2013, Federal protections for Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) persons were introduced in the Sex Discrimination Act 1984 to provide protection from discrimination on the basis of attributes of sexual orientation, intersex status and gender identity. The Australian Government Guidelines on the Recognition of Sex and Gender were also published, aiming to bring about a consistent approach to recording individuals' sex and/or gender in Government departments and agencies.
- Defence’s guide to Understanding Transitioning Gender in the Workplace was developed to provide commanders and managers in Defence with the basis for a sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to another.

Workplace Support and Programs

- Elements of inherited institutionalised culture still linger within Defence and can cause LGBTI personnel to feel excluded or unwelcome in the workplace. However, Defence maintains its commitment to valuing and supporting the inclusion of LGBTI persons. Defence demonstrated this in 2013 by authorising volunteers to march in uniform in the Sydney Gay and Lesbian Mardi Gras, a practice that continues.
- In order to better understand Defence’s demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the YourSay survey mechanism. The data being collected is not mandatory; however, it has assisted in framing questions within the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.
- Due to the small numbers of transgender personnel, Defence seeks to mitigate the risk identifying individuals and their details are gathered in accordance with the Privacy Act 1988 and other privacy-related legislation.
- Work is under way to gather further knowledge of the LGBTI community within Defence to address their needs. This includes consistent engagement with peak bodies and other military organisations, as well as supporting research into the history of LGBTI Military Service in Australia since 1945.
- Defence has a number of practices in place that enhance inclusiveness and provide additional support and networks for LGBTI members and employees, including:
  - Access to conditions of service regardless of sexual orientation or gender;
  - Encouragement of Defence workplaces to celebrate LGBTI focused days such as 'International Day Against Homophobia and Transphobia’ and ‘Wear it Purple’ Day;
  - Continued Defence participation in the annual Sydney Gay and Lesbian Mardi Gras Parade; and
  - The establishment of the Defence Pride Network in September 2015. The aim of the Network is to encourage information sharing, raise awareness and provide a safe place
for Defence LGBTI members and their allies to seek support and work together to build a more inclusive workplace.

- Defence works closely with the Defence Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS), a community association that supports and represents Defence LGBTI personnel and their families.
BRIEF 1.7: DIVERSITY
This brief is focused on corporate level activities and covers three broad headings:

- Key Issues,
- Diversity Data and Trends, and
- Current and Future activities.

Each heading contains information as appropriate for areas of broad Diversity:

- LGBTI, in that order.
Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI)

- In order to better understand our demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the *YourSay* survey mechanism. The data being collected is not
mandatory, it will; however, guide how questions are framed within the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.

**Current and Future Activities**

- Diversity Champions: Defence has introduced Diversity Champions for Disability and LGBTI. These Champions will advocate the importance and benefits of diversity at the senior level; act as role models for visible
change; and regularly communicate and support initiatives that increase the representation of diverse groups across Defence.
Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI)

- Work is underway to gather further knowledge of the LGBTI community within Defence to address their needs. This includes consistent engagement with peak bodies, other military organisations as well as supporting research into the history of LGBTI Military Service in Australia since 1945.

- Defence has a number of practices in place that enhance inclusiveness and provide additional support and networks for LGBTI members and employees, including:
  - Access to conditions of service regardless of sexual orientation or gender;
  - Foundation membership of ‘Pride in Diversity’ - Australia’s first and only not-for-profit workplace program designed specifically to assist Australian employers with the inclusion of LGBTI employees;
  - Defence’s guide to ‘Understanding Transitioning Gender in the Workplace’ developed to provide commanders and managers in Defence with the basis for a sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to the other; and
  - Encouragement of Defence workplaces to celebrate LGBTI focused days such as 'International Day Against Homophobia and Transphobia (IDAHOT)’ and ‘Wear it Purple’ day.

- Defence supports and works in close collaboration with the Australian Defence Force Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS). DEFGLIS

- Sydney Gay and Lesbian Mardi Gras Parade: Defence authorises the ongoing voluntary participation of ADF members in uniform at the annual Parade. Defence’s participation in the Parade provides a strong statement of the commitment that Defence places on LGBTI inclusion. In 2015, the Warrant Officer – Navy, Regimental Sergeant Major – Army and the Warrant Officer – Air Force will lead their respective Service in the Parade.

- Sydney Gay and Lesbian Mardi Gras Fair Day: DFR will again occupy an information stall at Fair Day to promote the ADF as an employer of choice. Attended by approximately 80,000 people, Fair Day is a signature event of the Sydney Gay and Lesbian Mardi Gras celebrations.
Australian Workplace Equality Index (AWEI) benchmark activity: AWEI is Australia’s definitive national benchmark on Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) workplace inclusion practices and initiatives. Participation in AWEI provides Defence with comprehensive feedback and benchmarking information regarding its LGBTI workplace inclusion practices.

Defence was recognised as a Bronze level employer for its work on LGBTI workplace inclusion practices and will be participating again for the 2014 year.

Defence participates in the annual Pride in Diversity awards which recognises individuals and organisations making significant achievements relating to LGBTI workplace inclusion practices. In 2014, individual awards were presented to two Air Force personnel; the LGBTI Workplace Inclusion Champion and the Regional/Rural LGBTI Workplace Inclusion Champion.

Defence sponsored Pride in Diversity’s Australian National Recruitment Guide in 2014. The Guide highlights organisations actively engaged in making workplaces inclusive of sexual and gender diversity and is distributed to universities, LGBTI student collectives, TAFEs, career advisory services and recruiters.

LGBTI Employee Network: An information session was held in November 2014 to discuss the establishment of a Network to support LGBTI personnel. The network will undertake agreed objectives in support of LGBTI goals identified in the Defence Diversity and Inclusion Strategy 2014 - 2017. There has been an overwhelming response both locally and regionally for membership to the network.

Defence LGBTI Champion: Defence established an LGBTI Champion in 2014 to act as a role model for visible change across Defence especially in relation to LGBTI inclusive practices.

AUTORISED BY:
Richard Oliver
Head People Policy and Culture
Date: February 2015

CONTACT OFFICER:
Justine Greig
Director General People Strategy and Culture
Date: February 2015
Ph: 6127 2001/ S22

CONSULTED WITH:
Information contained within this brief was updated by the Personnel areas within each service. Updated Group information was provided by CIOG, DMO and DPG.
BACKGROUND

DIVERSITY INITIATIVES
Pride in Diversity

Defence became a foundation member of ‘Pride in Diversity’ in 2009 prior to it being officially launched in early 2010. ‘Pride in Diversity’ is Australia’s first and only not-for-profit workplace program designed specifically to assist Australian employers with the inclusion of lesbian, gay, bisexual, and transgender employees. Defence attends the ‘Pride and Diversity’ network meetings with other APS agencies.

DIVERSITY AND INCLUSION

Navy Strategic Advisers

Navy will continue to draw on the subject matter expertise of four Navy Strategic Advisers in the implementation of diversity strategy, policy and programs. These Advisors cover: Women, Aboriginal and Torres Strait Islanders, Islamic Cultural Affairs and a newly appointed Advisor for Lesbian, Gay, Bi-Sexual, Transgender and Intersex issues.

Diversity (Army)

- The Army Pride Pin (LGBTI).
In March 2014, Chief of Navy formally appointed WO Stuart O’Brien as the inaugural Navy Strategic Advisor for Lesbian, Gay, Bi-Sexual, Transgender and Intersex (NSA LGBTI) issues. This significant appointment sends a strong signal of support to all Navy personnel and the broader community of Navy’s ongoing commitment to diversity and inclusion. The Strategic Advisor has provided input into Defence People Group initiatives on the update of the Defence transgender policy, proposed Defence census questions on LGBTI personnel and responded to international requests for policy and program best practice data.

The Army LGBTI strategy is under development. Nested within Defence’s Diversity and Inclusion Strategy 2014 – 2017, the Army LGBTI strategy will aim to position Army as an employer of choice for LGBTI persons, and as an organisation that respects and supports the inclusion of sexuality and gender diverse persons. The effect of this initiative is to increase diversity in the workplace and foster an inclusive and respectful environment. A supporting element to this strategy was the development and success of the Army Pride pin.
MINISTERIAL ADVICE

Minister for Defence – For action

Defence Participation in the Sydney Gay and Lesbian Mardi Gras Parade and Fair Day
Defence continues to support its lesbian, gay, bisexual, transgender and intersex (LGBTI) personnel.

Background:

The Sydney Gay and Lesbian Mardi Gras has been held for the last 37 years and is attended by the LGBTI communities, their supporters and allies. The parade regularly attracts thousands of visitors from interstate and overseas and is usually broadcast on free-to-air television across Australia.

Defence participation in the Sydney Gay and Lesbian Mardi Gras Parade usually receives feedback, both negative and positive, from members of the public. In the past there has also been a sustained online campaign of negative commentary about Defence’s participation in Mardi Gras events and support to its LGBTI workforce.
DEFENCE PARTICIPATION IN THE 2016 SYDNEY GAY AND LESBIAN MARDI GRAS PARADE AND FAIR DAY

3. The Mardi Gras parade is also an opportunity for Lesbian, Gay, Bisexual, Transgender and Intersex members of the ADF to demonstrate pride in their Service and to role model inclusive behaviours.
Minister for Defence – For action

Copies to: Secretary, CDF, Associate Secretary, VCDF, DEPSEC DP, FASMECC

DEFENCE PARTICIPATION IN THE 2016 SYDNEY GAY AND LESBIAN MARDI GRAS PARADE AND FAIR DAY

02 MAR 2016

3. The Mardi Gras parade is also an opportunity for Lesbian, Gay, Bisexual, Transgender and Intersex members of the ADF to demonstrate pride in their Service and to role model inclusive behaviours.
Defence participation in the 2016 Sydney Gay and Lesbian Mardi Gras

MINISTERIAL TALKING POINTS

Talking points

- The Mardi Gras parade is also an opportunity for LGBTI members of the ADF to demonstrate pride in their Service and to role model inclusive behaviour.
Mardi Gras Fair Day

- Defence Force Recruiting and the Defence Lesbian, Gay, Bisexual, Transgender and Intersex Information Service (DEFGLIS), will also attend the Mardi Gras Fair Day on 21 February 2016.

- DEFGLIS is community-based association that supports and represents Defence LGBTI personnel and their families.

- The Sydney Gay and Lesbian Mardi Gras Fair Day is a community event that attracts around 80,000 people a year.

- Defence’s attendance at the Fair Day is an opportunity to engage directly with the LGBTI community and its supporters to reinforce Defence’s commitment to an inclusive and diverse workforce.

- In September 2015 the Department of Defence launched the Defence Pride Network. The establishment of Defence Pride aims to enable Defence to foster a culture of inclusion and respect by empowering Defence people to bring their whole selves to work regardless of their sexual orientation or gender identity.

- To further support Defence Pride members, the Defence Pride SharePoint Site and online discussion forum was developed, allowing members to share ideas, generate conversation and initiate discussion on the future of the network, regardless of where people are placed around the country.
PUBLIC AFFAIRS PLAN

2016 SYDNEY MARDI GRAS

Background

2. Over its 38 year history, the Sydney Gay and Lesbian Mardi Gras Parade has been a significant event on the NSW calendar. The Parade is attended by the lesbian, gay, bisexual, transgender and intersex (LGBTI) communities, and their supporters. The Parade regularly attracts thousands of visitors from interstate and overseas and is usually broadcast on free-to-air television across Australia.

Mission

5. General Outline. A contingent of 140 Defence members, including uniformed servicemen and women, Defence Australian Public Servants and families and friends of the Defence community, will march in the 2016 Sydney Mardi Gras, demonstrating pride for their Service and Defence’s respect for and inclusion of lesbian, gay, bisexual, transgender and intersex people.

a. Purpose: To demonstrate to the Defence community and the broader Australian community that Defence values its LGBTI members and supports a diverse and inclusive culture by generating positive publicity of Defence’s involvement in the 2016 Sydney Mardi Gras.
c. **Endstate:** PA support to the 2016 Sydney Mardi Gras is achieved through proactive internal and external communication to promote Defence’s involvement in the 2016 Sydney Mardi Gras and convey the message that Defence is an inclusive organisation that values its LGBTI members, achieving positive reputation effects for Defence.
10. **Objectives.** The objective of this Plan is to provide a framework to coordinate management of this public affairs initiative, in order to:

b. INFORM target audiences of Defence’s commitment to a diverse and inclusive workforce, including the LGBTI communities; and

11. **Target Audiences.** This PA Plan aims to collect and disseminate PA product and in order to inform the following target audiences:

a. LGBTI members of the ADF and Defence APS;

b. Defence members with family, colleagues and friends who identify as LGBTI;

d. The Australian LGBTI community and members of the public with an interest in Defence.

12. **Target Media.** This PA Plan aims to disseminate PA product and manage media requests for interview from the following target media:

f. Media outlets targeting LGBTI communities.

13. **Messaging.** The following themes will be used to shape Defence messaging for the 2016 Sydney Mardi Gras.
c. The 2016 Sydney Mardi Gras provides an opportunity for Defence personnel to march with pride for their Service and demonstrate their support for members of the LGBTI Defence community.

d. Defence is an increasingly diverse and inclusive organisation that actively supports its lesbian, gay, bisexual, transgender and intersex (LGBTI) members.
3. The Sydney Gay and Lesbian Mardi Gras has been held for the last 39 years and is attended by the Lesbian, Gay, Bisexual, Transgender and Intersex communities, their supporters and allies. The parade regularly attracts thousands of visitors from interstate and overseas and is usually broadcast on free-to-air television across Australia.
Defence participation in the Sydney Gay and Lesbian Mardi Gras Parade usually receives feedback, both negative and positive, from members of the public. In the past there has also been a sustained online campaign of negative commentary about Defence's participation in Mardi Gras events and support to its Lesbian, Gay, Bisexual, Transgender and Intersex workforce.
8. The Sydney Gay and Lesbian Mardi Gras Fair Day attracts approximately 80,000 people each year. Defence Force Recruiting attended to promote the Australian Defence Force as an inclusive employer of choice. Also attending was the Defence Lesbian, Gay, Bisexual, Transgender and Intersex Information Service, a community-based association that supports and represents Defence Lesbian, Gay, Bisexual, Transgender and Intersex personnel and their families.
**KEY MESSAGES**

- The Sydney Mardi Gras parade provides an opportunity for Defence personnel to march with pride for their Service and demonstrate their support for members of the LGBTI Defence community.
Q. Why is Defence participating in the Sydney Mardi Gras Parade?

- Defence values its LGBTI members and is committed to ensuring a diverse and inclusive organisational culture.

- Participation in the Mardi Gras parade is an opportunity for ADF members to march with pride for their Service and publicly demonstrate support for their LGBTI colleagues.
Q. Why are Defence personnel participating in what has been called a political activity?

- The Sydney Mardi Gras Parade is a non-partisan iconic cultural festival for the LGBTI community, with an established forum that allows countless forms of expression.

- Defence’s participation in the Sydney Mardi Gras parade is an opportunity for members to demonstrate respect and pride for themselves, their Service and their LGBTI colleagues.
- No. Defence continues to support its LGBTI personnel and participation in the 2017 Sydney Mardi Gras is an approved activity.

**BACKGROUND**

Over its 39 year history, the Sydney Gay and Lesbian Mardi Gras Parade has been a significant event on the NSW calendar. The Parade is attended by the lesbian, gay, bisexual, transgender and intersex (LGBTI) communities, and their supporters. The Parade regularly attracts thousands of visitors from interstate and overseas and is usually broadcast on free-to-air television across Australia.
Hi Veronica, for your urgent action please

VCDF has requested that the updated Talking Points (TPs) for MA17-000525 be processed through DPAWS. Currently the PDR is Awaiting MO Review and assigned to Charles Carroll.

Request your assistance please to ensure that these updated TPs are attached in the PDR (MA17-000525) and that Charles is made aware of the updates/provided a copy for review asap.

Many thanks

Kind regards
Bernie

Bernadette Tate
Ministerial and Parliamentary Liaison Services (DMPLS)
Ministerial and Parliamentary Business
Ministerial and Executive Coordination and Communication Division

Department of Defence - R1-5-A007 - PO Box 7902 CANBERRA BC ACT 2610
Phone: +61 2 626 52819 | Email: bernadette.tate@defence.gov.au
To: VCDF Coord
Subject: Updated TPs - MA17-000525 - Defence participation at the Sydney Mardi Gras 2017 [SEC=UNCLASSIFIED]

UNCLASSIFIED

Hi Karen,

As discussed.

Cheers,

Lauren Harriss
Strategic Communications Advisor to the Vice Chief of the Defence Force
Department of Defence

R1-05-B030 | Russell Offices | PO Box 7902 | Canberra BC | ACT 2610
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IMPORTANT: This email remains the property of the Department of Defence and is subject to the jurisdiction of section 70 of the Crimes Act 1914. If you have received this email in error, you are requested to contact the sender and delete the email.
Headline Statement

- Defence recognises its diverse workforce and is building an inclusive culture.

Key Points

- Lesbian, gay, bisexual and transgender and intersex (LGBTI) people are part of every sector of the Australian workforce.

- Defence values our people for different qualifications, backgrounds, values and experiences and what they bring to our organisation.

- Defence continues to work toward creating an inclusive workplace by driving long-term sustainable LGBTI awareness and support structures.

- Defence strives to foster a culture of inclusion and providing for the opportunity to empower Defence people/members to bring their whole selves to work each day – regardless of sexual orientation, gender identity, gender expression, or Intersex status.

- Until recently, recognition of sexuality and gender diversity at work has fallen within the framework of anti-discrimination and equal opportunity practices.

- Defence’s cultural change strategy Pathway to Change provides a clear commitment to shaping Defence’s attitudes, systems and behaviours to improve capability and ensure the continued support of the Australian public.

- The Defence Pride Network has been established to provide support for LGBTI identifying or non identifying personnel.

- Defence Pride aims to foster a culture of inclusion and respect and empower Defence people to bring their whole selves to work regardless of their sexual orientation or gender identity.

If asked: What support do you provide your LGBTI members?

- Defence has recently launched the Defence Pride Network to support Defence LGBTI people and their allies.
• Defence Pride will assist to foster a culture of inclusion and respect and
empower Defence people to bring their whole selves to work regardless of
their sexual orientation or gender identity.

If asked – how does Defence demonstrate its commitment to an LGBTI
inclusive workplace?

• Defence has demonstrated its commitment to an LGBTI inclusive
workplace by:
  
  o Participating in the Australian Workplace Equality Index -
    Australia’s definitive benchmark on LGBTI workplace inclusion
    practices and initiatives;
  o Participating in the Sydney Gay and Lesbian Mardi Gras;
  o Supporting and working in close collaboration with the Australian
    Defence Force Gay, Lesbian, Bisexual, Transgender and Intersex
    Information Service (DEFGLIS);
  o The appointment of advisers such as Chief of Navy’s Strategic
    Advisor for LGBTI issues;
  o Army’s release of the Pride Label Pin in recognition of
    inclusiveness and to show respect for Army’s LGBTI workforce
    members; and
  o Guides for ADF members such as Understanding Transitioning
    Gender in the Workplace; and Air Force’s Lesbian, Gay and
    Bisexual Members and Transitioning Gender in Air Force.

If asked: Why is Defence focusing on LGBTI people?

• Defence strives to make the most of the skills and talents of all people and
aims to reap the capability benefits of having a diverse workforce through
embracing and supporting all people, including LGBTI persons.
BACKGROUND

- The ADF has allowed members who are gay, lesbian or bisexual to serve openly since 1992. In 2005 Defence recognised same sex interdependent relationships, providing many of the benefits that married couples receive, such as housing, and by 2009 had extended that to include all benefits married couples receive, such as compensation, superannuation, death benefits and Home Assistance Loans.

- Defence is a foundation member of Pride in Diversity, a not-for-profit organisation designed to assist Australian employees in LGBTI workplace inclusion practices, since its formation in 2009.

- Each year, Pride in Diversity issues the Australian Workplace Equality Index, Australia's definitive national benchmarking initiative that assesses an organisation's commitment to LGBTI workplace inclusion practices. Defence participated in the most recent Index.

- Defence continues to support ADF members to march in uniform at the Sydney Mardi Gras parade. Defence’s participation in the parade since 2013 results in key diversity and inclusion messages being carried extensively in all forms of media. The decision to provide the ADF LGBTI community and their supporters with the opportunity to march in uniform at the Sydney Mardi Gras parade stems from the Pathway to Change cultural reform program.

- Pathway to Change emphasises that inclusivity and diversity are crucial to Defence’s ability to operate at peak performance and demonstrate maximum capability.

- The Defence Diversity and Inclusion Strategy 2012-2017, which provides an overarching framework of strategic direction to promote a fair, equitable and inclusive working environment for all Defence people, identifies LGBTI members as a key focus area.

Point of Contact
Nikki Curtin, Diversity Director (w) 6127 2997 (m) S22
Departmental information valid as at: Nikki Curtin February 2016
**Issue**

Defence is participating in an SBS program exploring the service of transgender ADF members.

**Headline Statement**

- Defence recognises its diverse workforce and is building an inclusive culture.

**Key Points**

- Defence values our people for different qualifications, backgrounds, values and experiences and what they bring to our organisation. In Defence this includes working towards creating an inclusive workplace by driving long-term sustainable lesbian, gay, bisexual and transgender and intersex (LGBTI) awareness and support structures.

- Supporting LGBTI people to bring their whole selves to work enables Defence to use everyone’s skills and talents to support Defence capability.

- In late 2015, Defence agreed to participate in a SBS documentary on transgender military members.

- Vice Admiral Ray Griggs, Vice Chief of the Defence Force (VCDF), and two transgender members Major Donna Harding and Squadron Leader Catherine Humphries, as well as their families and colleagues who knew these members during their transition were interviewed for the documentary.

- The documentary was intended for telecast in March on the evening of Mardi Gras 2016, but has now been brought forward (by the journalist) to Tuesday, 9 February 2016.

- Until recently, recognition of sexuality and gender diversity at work has fallen within the framework of anti-discrimination and equal opportunity practices.

- In the ADF, gender dysphoria, gender realignment and affirmation surgery is managed in accordance with the same principles underlying the provision of health care for any other clinical condition.
Gender dysphoria does not necessarily preclude someone from military service.

If asked: What support do you provide your LGBTI members?

- Defence has recently launched the Defence Pride Network to support Defence LGBTI people and their allies.

- Defence Pride will assist to foster a culture of inclusion and respect and empower Defence people to bring their whole selves to work regardless of their sexual orientation or gender identity.

If asked – how does Defence demonstrate its commitment to an LGBTI inclusive workplace?

- Defence has demonstrated its commitment to an LGBTI inclusive workplace by:
  
  o Participating in the Australian Workplace Equality Index - Australia’s definitive benchmark on LGBTI workplace inclusion practices and initiatives. In 2015, Defence was recognised as the joint top Public Sector organisation for supporting LGBTI people;
  
  o Participating in the Sydney Gay and Lesbian Mardi Gras parade and Fair Day;
  
  o Supporting and working in close collaboration with the Australian Defence Force Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS) – a support group for LGBTI people in Defence;
  
  o The appointment of strategic advisers such as Chief of Navy’s Strategic Advisor for LGBTI issues;
  
  o Army’s release of the Pride Label Pin in recognition of inclusiveness and to show respect for Army’s LGBTI workforce members; and
  
  o Guides for ADF members such as Understanding Transitioning Gender in the Workplace; and Air Force’s Lesbian, Gay and Bisexual Members and Transitioning Gender in Air Force.
Background

SBS Documentary
1. In late 2015, Defence granted permission for Patrick Abboud, a journalist, from the SBS, to conduct interviews with the Vice Chief of the Defence Force (VCDF) and two transgender military members for a documentary currently called 'Transmilitary'. This documentary was intended for telecast on the evening of Mardi Gras 2016, but has now been brought forward (by the journalist) to Tuesday, 9 February 2016.

2. The documentary follows two members of the Australian Defence Force (ADF), Major Donna Harding and Squadron Leader Catherine Humphries through a day in their lives as transgender members of the ADF.

3. The interviews were conducted earlier this year, at Russell, RAAF Amberley and Lavarack Barracks. The members underwent extensive media training before the interviews took place. All indications are that the documentary aligns with Defence diversity and inclusion messages.

4. Major Harding's and Squadron Leader Humphries' family and colleagues who knew them during their transitions have also spoken to the SBS. All ADF members interviewed were media trained and cleared through their chain of command.

Transgender Information
5. Gender dysphoria is the discomfort or distress that is caused by a discrepancy between a person’s gender identity and that person’s sex assigned at birth. Realignment (reassignment) is the process of transformation to the desired gender. Gender reassignment surgery is part of the suite of treatment options that can be used to manage gender dysphoria but is not mandatory to achieve realignment, or to be recognised as the other gender.

6. The term “transsexual” describes individuals who seek to change, or have changed, their primary and/or secondary sex characteristics through medical (hormones and/or surgery) interventions, typically accompanied by a permanent change in gender role.

7. Defence members with gender dysphoria are managed in accordance with current best practice clinical guidelines regarding the health care needs of transsexual, transgender and gender nonconforming people. These clinical guidelines are detailed in the World Professional Association for Transgender Health Standards of Care.

8. Since November 2012 there have been 13 military members who have had treatment, including surgery for gender dysphoria, costing approximately $439,300. This does not include pharmaceuticals dispensed by Defence.

Policy and Guidance
9. In 1992, the ADF ended its prohibition on openly gay, lesbian and bisexual personnel serving in the military.

10. In 2010, the Defence Instruction regarding the employment of transgender personnel in the ADF was cancelled.
11. In 2013, Federal protections for Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) persons were introduced in the Sex Discrimination Act 1984 to provide protection from discrimination on the basis of attributes of sexual orientation, intersex status and gender identity. The Australian Government Guidelines on the Recognition of Sex and Gender were also published, aiming to bring about a consistent approach to recording individuals' sex and/or gender in Government departments and agencies.

12. Defence’s guide to Understanding Transitioning Gender in the Workplace provides commanders and managers with sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to another.

Workplace Support and Programs

13. Elements of inherited institutionalised culture still linger within Defence and can cause LGBTI personnel to feel excluded or unwelcome in the workplace. However, Defence maintains its commitment to valuing and supporting the inclusion of LGBTI persons. While ADF members have marched in the Sydney Gay and Lesbian Mardi Gras since 1996, in 2013 Defence demonstrated its commitment by allowing ADF members to march in uniform, a practice that continues.

14. In order to better understand Defence’s demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the YourSay survey mechanism. The data being collected is not mandatory; however, it has assisted in framing questions within the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.

15. Due to the small numbers of transgender personnel, Defence seeks to mitigate the risk of identifying individuals and their details are gathered in accordance with the Privacy Act 1988 and other privacy-related legislation.

16. Defence has a number of practices in place that enhance inclusiveness and provide additional support and networks for LGBTI members and employees, including:

- Defence workplaces celebrating LGBTI focused days such as ‘International Day Against Homophobia and Transphobia’ and ‘Wear it Purple’ Days;
- The Defence Pride Network, launched in September 2015, aims to encourage information sharing, raise awareness and provide a safe place for Defence LGBTI members and their allies to seek support and work together to build a more inclusive workplace.
- Working closely with the Defence Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS), a community association that supports and represents Defence LGBTI personnel and their families.
- Defence’s guide to Understanding Transitioning Gender in the Workplace provides commanders and managers with a sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to another.
- Work is underway to gather further knowledge of the LGBTI community within Defence to address their needs. This includes consistent engagement with peak
bodies and other military organisations, as well as supporting research into the history of LGBTI Military Service in Australia since 1945.

Point of Contact
Justine Greig, A/First Assistant Secretary People Policy Culture & Development, Defence People Group
(w) 02 6265 6989 (m) 522
Departmental information valid as at: 9 February 2016
BUDGET ESTIMATES HEARING – 1 & 2 JUNE 2015

Question on Notice No. 6 - Transgender surgery

Senator Lambie asked on 1 June 2015, Hansard page 29:

Senator LAMBIE: I am interested in learning more about the process, support and care that the Australian Defence Force gives to those members who choose to change gender. You will be aware that there is a high-profile example which has generated a lot of public debate and interest both inside and outside Defence. How many serving members of the military to date have changed their sex from male to female or vice versa?

Vice Adm. Griggs: My understanding is the transgender population in the ADF is 18. If that is an incorrect number, I will get that to you on notice, but that is my understanding.

Senator LAMBIE: Thank you. What is the average cost of this process, and who is responsible for paying for this process?

Vice Adm. Griggs: Ms Skinner might have that answer, or we might take that on notice.

Ms Skinner: No, we will have to take that on notice.

Senator LAMBIE: Okay. What is the average time it takes to undergo the transgender transformation, and what medical management is required?

Ms Skinner: We will need to take that on notice as well.

Senator LAMBIE: When it comes to the completion of this transformation, are they still fully combat ready, or are they medically downgraded?

Ms Skinner: I do not have any information. I will take that on notice.

(....)

Senator LAMBIE: You can see where I am coming from in relation to the double standards and also the rank. When you provide those answers to me, could you break them down into whether they are non-commissioned officers or officers that requested that transgender transformation.

Response:

Defence pays for some but not all aspects of the management of gender dysphoria, including surgery. Equity with Medicare is the guiding principle for considering health care entitlements at public expense for Defence members. These general principles also apply in the management of gender dysphoria. The specific treatments covered are detailed in the Medical Benefit Schedule (MBS) and Pharmaceutical Benefits Schedule and include the following health care treatments undertaken by appropriately qualified or experienced professionals:
• psychological and psychiatric care or assessments as clinically appropriate to assess or manage gender dysphoria or coexisting conditions.
• clinical assessment including specialist involvement with endocrinologists or primary care providers who specialise in gender dysphoria and reassignment, baseline pathology testing and regular monitoring for the management of gender realignment.
• hormone treatment requirements.
• surgical procedures that meet MBS clinical indication requirements.
• any routine clinical care unrelated to gender dysphoria or its management, as for all other members

Defence does not keep a database of members who have undergone or are undergoing management of gender dysphoria. 13 individuals have undergone treatment, including some surgical procedures, in the period November 2012 to April 2015. Of the 13 members identified the breakdown is as follows;

• Officers - 5
• Officers in training - 2
• NCO and other ranks - 6

The time for treatment varies on a case by case basis, depending on the individual. For both male to female and female to male gender reassignment involving hormone treatment, stability in hormone regimes usually requires access to appropriate health care for up to twelve months.

It is a requirement for all ADF personnel to be physically and mentally fit to do their job, including on deployment. The Medical Employment Classification (MEC) process is conducted on all personnel who are undergoing significant treatment or who have a health condition that may affect their fitness for duty.

All members who require treatment for gender dysphoria or realignment will have their MEC considered to determine their fitness to undertake their particular occupation. Some people with gender dysphoria may not require treatment or have any associated coexisting mental health conditions, and therefore may not require a MEC review. Anyone undergoing gender realignment either through psychological counselling, hormone treatment, surgical treatment, or a combination of each is likely to be non-deployable for a period of time to permit access to appropriate care and monitoring, stabilisation of hormone treatment, and post operative recovery time. For those undergoing psychological counselling or management, the duration of non-deploy ability will be different in each case.
### Departmental Approval:

Cleared by:
- Mark JEFFRIES, A/ASMPB, 6 Jul 2015
- VADM Ray Griggs, VCDI, 6 July 2015
- RADM Robyn Walker, Commander Joint Health, 2 July 2015

Contact Officer:
- Name: RADM Robyn Walker
- Position Title: Commander Joint Health
- Tel: (02) 6266 3919
- Consultation: N/A

### Ministerial Approval

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SENATE ESTIMATES BRIEF

DIVERSITY IN NAVY

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* Cultural refers to members from culturally and linguistically diverse backgrounds. ** LGBTI refers to Lesbian, Gay, Bisexual, Transgender and Intersex members

- **Lesbian, Gay, Bisexual, Transgender, Intersex Affairs.** Policy development, advocacy, education and awareness activity continues particularly in Transgender issues. Navy continues to raise its profile in this community segment through participation in the Sydney Mardi Gras Parade and *Fair Day* Festival, Australian Workplace Equality Index benchmarking program and through support for Defence People Group initiatives such as the Pride Network and Military Pride Ball.
TRANSGENDER ADF MEMBERS – DIVERSITY AND INCLUSION

Issue
Defence is participating in an SBS program exploring the service of transgender ADF members.

Headline Statement
• Defence recognises its diverse workforce and is building an inclusive culture.

Key Points

• Lesbian, gay, bisexual and transgender and intersex (LGBTI) people are part of every sector of the Australian workforce.

• Defence values our people for different qualifications, backgrounds, values and experiences and what they bring to our organisation.

• Defence continues to work toward creating an inclusive workplace by driving long-term sustainable LGBTI awareness and support structures.

• Until recently, recognition of sexuality and gender diversity at work has fallen within the framework of anti-discrimination and equal opportunity practices.

• Defence’s cultural change strategy Pathway to Change provides a clear commitment to shaping Defence’s attitudes, systems and behaviours to improve capability and ensure the continued support of the Australian public.

• The Defence Pride Network has been established to provide support for LGBTI identifying or non-identifying Defence personnel.

• Defence Pride aims to foster a culture of inclusion and respect and empower Defence people to bring their whole selves to work regardless of their sexual orientation or gender identity.

If asked: What support does Defence provide its LGBTI members?

• Defence has recently launched the Defence Pride Network to support Defence LGBTI people and their allies.
Defence Pride will assist to foster a culture of inclusion and respect and empower Defence people to bring their whole selves to work regardless of their sexual orientation or gender identity.

If asked – how does Defence demonstrate its commitment to an LGBTI inclusive workplace?

• Defence has demonstrated its commitment to an LGBTI inclusive workplace by:
  
  o Participating in the Australian Workplace Equality Index - Australia’s definitive benchmark on LGBTI workplace inclusion practices and initiatives;
  o Participating in the Sydney Gay and Lesbian Mardi Gras;
  o The establishment of the Defence Pride Network;
  o Supporting and working in close collaboration with the Australian Defence Force Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS);
  o The appointment of advisers such as Chief of Navy’s Strategic Advisor for LGBTI issues;
  o Army’s release of the Pride Label Pin in recognition of inclusiveness and to show respect for Army’s LGBTI workforce members; and
  o Guides for ADF members such as Understanding Transitioning Gender in the Workplace; and Air Force’s Lesbian, Gay and Bisexual Members and Transitioning Gender in Air Force.

If asked: Why is Defence focusing on LGBTI people?

• Defence strives to make the most of the skills and talents of all people and aims to reap the capability benefits of having a diverse workforce through embracing and supporting all people, including LGBTI persons.
BACKGROUND

- ADF members who are gay, lesbian or bisexual have been able to openly serve since 1992. In 2005, Defence recognised same sex interdependent relationships, providing many of the benefits that married couples receive, such as housing, and by 2009 had extended that to include all benefits married couples receive, such as compensation, superannuation, death benefits and Home Assistance Loans.

- Defence is a foundation member of Pride in Diversity, a not-for-profit organisation designed to assist Australian employees in LGBTI workplace inclusion practices, since its formation in 2009.

- Each year, Pride in Diversity issues the Australian Workplace Equality Index, Australia's definitive national benchmarking initiative that assesses an organisation's commitment to LGBTI workplace inclusion practices. Defence participated in the most recent Index and came equal Top Public Sector Employer, along with the Australian Federal Police.

- Defence continues to support ADF members to march in uniform at the Sydney Mardi Gras parade. Defence’s participation in the parade since 2013 results in key diversity and inclusion messages being carried extensively in all forms of media. The decision to provide the ADF LGBTI community and their supporters with the opportunity to march in uniform at the Sydney Mardi Gras parade stems from the Pathway to Change cultural reform program.

- Pathway to Change emphasises that inclusivity and diversity are crucial to Defence’s ability to operate at peak performance and demonstrate maximum capability.

- The Defence Diversity and Inclusion Strategy 2012-2017, which provides an overarching framework of strategic direction to promote a fair, equitable and inclusive working environment for all Defence people, identifies LGBTI members as a key focus area.

Point of Contact
Nikki Curtin, Diversity Director (m) S22
Departmental information valid as at: 27 October 2015
SENATE ESTIMATES BRIEF

Category Number (Personnel 3.6)
Secretary’s and CDF’s pack

BRIEF: ADF TRANSGENDER POLICY

Key Facts

- Defence supports diversity and inclusion and is committed to establishing a work environment where all personnel are treated fairly and with respect.
- Transgender members can, in most cases, join or continue to serve in the Australian Defence Force (ADF).
- There is no personnel management policy specifically for transgender people.
- Medical management of gender dysphoria is guided by Defence health policy.
- Defence’s guide to *Understanding Transitioning Gender in the Workplace* provides commanders and managers with a sensible and supportive approach to the management of people transitioning gender.

Key Issues

- Gender dysphoria is the discomfort or distress that is caused by a discrepancy between a person’s gender identity and that person’s sex assigned at birth. Realignment (reassignment) is the process of transformation to the desired gender. Gender reassignment surgery is part of the suite of treatment options that can be used to manage gender dysphoria but is not mandatory to achieve realignment, or to be recognised as the other gender.
- In the ADF, gender dysphoria, gender realignment and affirmation surgery is managed in accordance with the same principles underlying the provision of health care for any other clinical condition.
- Defence’s guide to *Understanding Transitioning Gender in the Workplace* provides a sensible and supportive approach to the management of Defence people, whether military or APS, who intend to transition to another gender. Each Service is developing its own guidelines on specific matters, such as uniforms, that impact on transgender personnel.
• Defence has a duty of care to support all personnel. Defence does not intend to identify any transgender members. They will be permitted to undertake their duties as any other personnel with appropriate levels of privacy and security.

• Gender dysphoria does not necessarily preclude someone from military service, and there may be ADF members who have joined after they have transitioned genders. Defence would not necessarily have visibility of these members.

• Defence is participating in a SBS Television Network feature on Transgender ADF Members, that is scheduled to be aired in the same week as Mardi Gras (21 February 2016).

• Joint Health Command has provided a separate Senate Estimates Brief on Gender Reassignment (Personnel XX), including information about gender dysphoria and its medical management.
BACKGROUND

- Gender dysphoria is the discomfort or distress that is caused by a discrepancy between a person’s gender identity and that person’s sex assigned at birth. Realignment (reassignment) is the process of transformation to the desired gender. Gender reassignment surgery is part of the suite of treatment options that can be used to manage gender dysphoria but is not mandatory to achieve realignment, or to be recognised as the other gender.
- The term “transsexual” describes individuals who seek to change, or have changed, their primary and/or secondary sex characteristics through medical (hormones and/or surgery) interventions, typically accompanied by a permanent change in gender role.
- Defence members with gender dysphoria are managed in accordance with current best practice clinical guidelines regarding the health care needs of transsexual, transgender and gender nonconforming people. These clinical guidelines are detailed in the World Professional Association for Transgender Health Standards of Care.

Policy and Guidance

- In 1992, the ADF ended its prohibition on openly gay, lesbian and bisexual personnel serving in the military.
- In 2010, the Defence Instruction regarding the employment of transgender personnel in the ADF was cancelled.
- In 2013, Federal protections for Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) persons were introduced in the Sex Discrimination Act 1984 to provide protection from discrimination on the basis of attributes of sexual orientation, intersex status and gender identity. The Australian Government Guidelines on the Recognition of Sex and Gender were also published, aiming to bring about a consistent approach to recording individuals' sex and/or gender in Government departments and agencies.
- Defence’s guide to Understanding Transitioning Gender in the Workplace provides commanders and managers with sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to another.

Workplace Support and Programs

- Elements of inherited institutionalised culture still linger within Defence and can cause LGBTI personnel to feel excluded or unwelcome in the workplace. However, Defence maintains its commitment to valuing and supporting the inclusion of LGBTI persons. While ADF members have marched in the Sydney Gay and Lesbian Mardi Gras since 1996, in 2013 Defence demonstrated its commitment by allowing ADF members to march in uniform, a practice that continues.
- In order to better understand Defence’s demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the YourSay survey mechanism. The data being collected is not mandatory; however, it has assisted in framing questions within the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.
- Due to the small numbers of transgender personnel, Defence seeks to mitigate the risk of identifying individuals and their details are gathered in accordance with the Privacy Act 1988 and other privacy-related legislation.
Defence has a number of practices in place that enhance inclusiveness and provide additional support and networks for LGBTI members and employees, including:

- Defence workplaces celebrating LGBTI focused days such as 'International Day Against Homophobia and Transphobia’ and ‘Wear it Purple’ Days;
- The Defence Pride Network, launched in September 2015, aims to encourage information sharing, raise awareness and provide a safe place for Defence LGBTI members and their allies to seek support and work together to build a more inclusive workplace.
- Working closely with the Defence Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS), a community association that supports and represents Defence LGBTI personnel and their families.
- Defence’s guide to *Understanding Transitioning Gender in the Workplace* provides commanders and managers with a sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to another.

Work is underway to gather further knowledge of the LGBTI community within Defence to address their needs. This includes consistent engagement with peak bodies and other military organisations, as well as supporting research into the history of LGBTI Military Service in Australia since 1945.
BRIEF 1.7: DIVERSITY

- In line with the Strategy, Defence is focused on targeting the attraction, recruitment, development, retention and transition of select diversity groups: women, Indigenous Australians, people with disability, lesbian, gay, bisexual, transgender and intersex persons, mature age persons and youth.

Key Issues

- The Defence Diversity and Inclusion Strategy 2012-2017 outlines Defence’s plan for building a more diverse and inclusive workplace, with a focus on transgender persons.
Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI)

- On 5 September 2015, the Defence Pride Network was launched. Defence Pride has been established to provide support for LGBTI identifying or non-identifying personnel.
- Australian Workplace Equality Index (AWEI) benchmark activity provides Defence with comprehensive feedback and benchmarking information regarding its LGBTI workplace inclusion practices. In 2015, Defence and the AFP were awarded silver medals as the joint top public sector employer for LGBTI people.
- Defence is a foundation member of ‘Pride in Diversity’ - Australia’s first and only not-for-profit workplace program designed specifically to assist Australian employers with the inclusion of LGBTI employees.
- Defence’s guide to *Understanding Transitioning Gender in the Workplace* provides commanders and managers with practical support to the management of Defence people, whether military or civilian, who intend to transition from one gender to the other.
- Defence supports and works closely with the Australian Defence Force Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS).
- Defence’s participation in the Sydney Gay and Lesbian Mardi Gras provides a strong statement of Defence’s commitment to LGBTI inclusion.
- Defence established an LGBTI Champion in 2014 to act as a role model for visible change across Defence, especially in relation to LGBTI inclusive practices.
Diversity Data and Trends as at 1 December 2015

The diversity of the Defence population, including permanent ADF members, ongoing and non-ongoing APS employees, is provided below. Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) data is not recorded in the Defence HR system. Through the Defence YourSay survey mechanism, Defence has begun collecting information about LGBTI representation. However, answering these questions is not mandatory in the survey. Defence has also included questions on sexual orientation, intersex and transgender status in the 2015 Defence Census. The results of these surveys are not yet available.
Peterson, John MR

From: Hennessy, Melissa MS
Sent: Thursday, 21 April 2016 2:52 PM
To: Hoffman, Thomas MR
Cc: Smith, Kristin MS; Pryce, Cheryl MS; Cotterill, Catherine MRS
Subject: FW: Senate Budget Estimates - NOW SCHEDULED FOR 6 May 2016 [SEC=UNCLASSIFIED]
Attachments: Transgender SE May 2106.doc; Mardi Gras SE May 2016.doc
Importance: High

Hi Thomas,

Further to Cat's email, please find attached Senate Estimate Briefs for Transgender and Mardi Gras.... I have one more, Women in Defence, that is currently with Defence Force Recruiting for clearance. Once I receive it I will send it through.

If you have any questions, or need further information, let me know.

Regards,

Mel

Melissa Hennessy
Deputy Director Diversity
Diversity Directorate
Culture and People Development Branch
Department of Defence

BP33-5-24 | Brindabella Business Park | PO Box 7009 | Canberra BC | ACT 2010
P: (02) 6127 2109 | F: (02) 6127 2037

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From: Cotterill, Catherine MRS
Sent: Wednesday, 20 April 2016 17:05
To: Johnson, Gail MS; Hoffman, Thomas MR; Smith, Kristin MS; Hennessy, Melissa MS
Cc: Chalker, Annabelle MRS; Pryce, Cheryl MS
Subject: FW: Senate Budget Estimates - NOW SCHEDULED FOR 6 May 2016 [SEC=UNCLASSIFIED]
Importance: High

UNCLASSIFIED

Further to my last email.

Mel - in Annabelle's absence next week, can you please compile the Women in Defence brief?

Thanks

Catherine Cotterill
A/Director Diversity
Culture and People Development Branch
Department of Defence
Hi all

Further to my previous email below please note that a motion was passed in the Senate last night agreeing to hold Budget Estimates on 5 and 6 May, which significantly reduces timeframes for reviewing/preparing briefs.

Both Defence and Foreign Affairs and Trade portfolios will now appear on the same day on Friday, 6 May. Therefore the DPG topics list has been reviewed to reduce the number of briefs (for those briefs that have been removed, please be aware the possibility of QoNs being requested on the day). The updated topics list is attached.

For Sec/CDF Briefs - while we have not yet been advised the due date to MECC, it is likely they will require these soon. Can we please word toward a due back to DPG Governance of Tuesday, 26 April. I will advise asap if this date changes.

For DPG Briefs - greatly appreciate these by Thursday, 28 April.

Additionally, please refer to the guidance provided in my previous email.

Please don't hesitate to contact me should you require additional information or wish to discuss further.

Regards

Amber

Amber Brentnall
Assistant Director
Ministerial and Coordination
Defence People Group
Department of Defence

R1-1-C065B | Russell Offices | PO Box 7909 | Canberra BC | ACT 2610
P: (02) 626 55094
Dear all

Senate Budget Estimates has been scheduled for 30 and 31 May 2016. There have been a number of inquiries from various areas seeking advice as to whether Senate Budget Estimates will proceed. We have been advised that until the situation becomes clear, it is recommended that we proceed with preparations of briefs, etc. as business as usual. Additionally, please note that these briefs should be able to inform Incoming Government Briefs, etc. therefore your assistance is greatly appreciated.

The following information provides advice on timeframes and requirements for the upcoming hearing. I apologise in advance for the short timeframes outlined below.

Sec/CDF Briefs

- These have not been formally tasked by MECC Division yet, however it is likely that these will be due to MECC by 4 May 2016. I will keep you informed if this date changes.
- To meet this timeframe, I require your Sec/CDF briefs by **NLT Thursday, 28 April 2016** for Division Head and DEPSEC DP clearance – these have already been assigned on DPAWS.
- Guidance for Sec/CDF briefs is as follows:
  - Tailor briefs for Sec, CDF, and the Minister (not for subject matter experts).
  - Hard/Fast data should be at the front of briefs.
  - Reduce the number of ‘if asked’ points (keep what’s contemporary if required).

Group Briefs

- A list of topics that require a DPG (Group) level brief is attached.
- These briefs will be tasked to Branches over the next two days via DPAWS, for your return by Wednesday, 4 May 2016.
- Please refer to items listed within the ‘Guidance’ column to assist with review/drafting/updating. Guidance highlighted in yellow is new.

Please do not wait for the DPAWS tasking to update/review/draft briefs as I understand some briefs require external consultation.

Standard guidance on preparing Estimates briefs

Please adhere to the Estimates brief template provided to action officers in DPAWS (also attached). Please also refer to the issues identified in the attached Estimates Topics list, and use this to prepare your briefs.

- The attached one-page document ‘Guidance for preparing Senate Estimates briefs’ has been previously provided to Branches. Also attached is a flow diagram to assist in framing your briefs, and how issues are responded to at Estimates.
- Briefs are to outline recent media interest on a particular topic and include a copy of the news article (DEPSEC DP briefs only).
- Please append to your DEPSEC DP briefs previous QONs (not required for Sec/CDF briefs), and structure your brief in anticipation that Committee members may revisit these questions at the Hearing. I will do my best to ensure QONs are attached within the DPAWS tasking, however should you require a copy of a QON please email DPG Governance.
- **All finance data must be prepared in consultation with our Finance Business Partner (Katherine Rick 612 72043) and all workforce data must be sourced from Workforce Planning Branch (Office of DGWP POC - 612 72301). To ensure consistency across all briefs, 1 April 2016 data is to be used.**

Please don’t hesitate to contact me should you require additional information or wish to discuss further.

Regards

**Amber Brentnall**

Assistant Director
Ministerial and Coordination
Defence People Group
Department of Defence
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IMPORTANT: This email remains the property of the Department of Defence and is subject to the jurisdiction of section 70 of the Crimes Act 1914. If you have received this email in error, you are requested to contact the sender and delete the email.
Hi Katherine,

See minor edits in red below.

Thanks

Melissa Hennessy  
Deputy Director Diversity  
Diversity Directorate  
Culture and People Development Branch  
Department of Defence

BP33-5-24 | Brindabella Business Park | PO Box 7999 | Canberra BC | ACT 2610  
P: (02) 6127 2658 | F: (02) 6127 2037

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From: Jeffries, Katherine MRS  
Sent: Monday, 5 September 2016 14:22  
To: Hennessy, Melissa MS  
Cc: Hoffman, Thomas MR  
Subject: Diversity Senate Estimates Brief - Point for updating on Understanding Transitioning Gender in the Workplace [SEC=UNCLASSIFIED]

UNCLASSIFIED

Mel,

I am currently working on the Diversity Senate Estimates Brief.

There is a point that I would like to check with you for updating. Can you please have a read and provide me with any updates as required and I will include in the draft. The point is below:

29. Defence’s guide to Supporting *Transitioning Gender in the Workplace* provides commanders and managers with practical support to the management of Defence people, whether military or civilian, who intend to transition from one gender to another. The guide is currently being reviewed.

Regards,

Katherine Jeffries  
Staff Officer: Diversity  
Diversity Directorate, DPG
BP35-5-016
Brindabella Park
Canberra, ACT, 2609
(02) 6127 2728

Visit the Diversity Intranet Page:

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IMPORTANT: This email remains the property of the Department of Defence and is subject to the jurisdiction of section 70 of the Crimes Act 1914. If you have received this email in error, you are requested to contact the sender and delete the email.
BRIEF 1.9: DIVERSITY

Key Facts (as at 1 August 2016)
BACKGROUND

- Navy, Army and Air Force will provide separate briefs on the diversity and inclusion initiatives and programs that they have in place.
- The Defence *Diversity and Inclusion Strategy 2012-2017* outlines Defence’s plan for building a more diverse and inclusive workplace, with a particular focus on: Women, Indigenous, Australians, people from culturally and linguistically diverse (CALD) backgrounds; people with disability; lesbian, gay, bisexual, transgender and intersex (LGBTI) persons; youth and mature age and inter-generational workforce.

Key Defence Diversity Initiatives
Lesbian, gay, bisexual, transgender and intersex (LGBTI) persons

- On 5 September 2015, the Defence Pride Network was launched to provide support for LGBTI identifying or non-identifying LGBTI people.

- Defence is a foundation member of Pride in Diversity. Pride in Diversity is Australia’s first and only not-for-profit workplace program designed specifically to assist Australian employers with the inclusion of LGBTI employees.

- Defence submitted to the Pride in Diversity 2016 Australian Workplace Equality Index (AWEI) benchmark activity. The AWEI provides Defence an objective assessment of its LGBTI workplace inclusion practices. In 2016, Defence was awarded silver tier status for the second year in a row, and was ranked among the top 20 public sector employers for LGBTI people. Representatives from across Defence attended the awards ceremony in May 2016.

- Defence is in the process of implementing the 2013 Australian Government Guidelines of the Recognition of Sex and Gender to ensure the personal information it collects and stores is accurate, current, and inclusive of transgender.

- Defence’s guide to Understanding Transitioning Gender in the Workplace provides commanders and managers with practical support for the management of Defence people, whether military or civilian, who intend to transition to another gender. The guide is currently being reviewed.

- Defence supports and works closely with the Defence LGBTI Information Services (DEFGLIS). DEFGLIS is a community association that supports and provides information to current and previous serving Defence LGBTI identifying and non-identifying members and develops and reviews policies and programs to promote LGBTI workplace inclusion.

- Defence’s annual participation in the Sydney Gay and Lesbian Mardi Gras provides a strong statement of Defence’s commitment to LGBTI inclusion.

- Defence has one LGBTI Champion in the senior leadership group; more champions will be identified throughout 2016.
Diversity data and trends as at 1 August 2016

The diversity of the Defence population, including permanent ADF members, ongoing and non-ongoing APS employees, is provided below. Lesbian, gay, bisexual, transgender and intersex (LGBTI) data is not recorded in the Defence HR system. Through the Defence YourSay survey mechanism, Defence has begun collecting information about LGBTI representation. However, answering these questions is not mandatory in the survey. Defence has also included questions on sexual orientation, intersex and transgender status in the 2015 Defence Census. The results of these surveys are not yet available.
BRIEF 3.10: ADF TRANSGENDER POLICY

Key Facts

- Defence supports diversity and inclusion and is committed to establishing a work environment where all personnel are treated fairly and with respect.
- Transgender members can join and/or continue to serve in the Australian Defence Force (ADF).
- There is no personnel management policy specifically for transgender people.
- Defence’s guide to *Understanding Transitioning Gender in the Workplace* provides commanders and managers with a sensible and supportive approach to the management of people transitioning gender.
- Medical management of gender dysphoria is guided by Defence health policy.

Key Issues

- Gender dysphoria is the discomfort or distress that is caused by a discrepancy between a person’s gender identity and that person’s sex assigned at birth.
- Realignment (reassignment) is the process of transformation to the desired gender. Gender reassignment surgery is part of the suite of treatment options that can be used to manage gender dysphoria but is not mandatory to achieve realignment, or to be recognised as the other gender.
- In the ADF, gender dysphoria, gender realignment and affirmation surgery is managed in accordance with the same principles underlying the provision of health care for any other clinical condition.
- Defence’s guide to *Understanding Transitioning Gender in the Workplace* provides a sensible and supportive approach to the management of Defence people, whether military or APS, who intend to transition to another gender.
- Defence has a duty of care to support all personnel. Defence does not intend to identify any transgender members. They will be permitted to
undertake their duties as any other personnel with appropriate levels of privacy and security.

- Gender dysphoria does not necessarily preclude someone from military service, and there may be ADF members who have joined after they have transitioned genders. Defence would not necessarily have visibility of these members.

- Joint Health Command provides a separate Senate Estimates Brief on Gender Reassignment, including information about gender dysphoria and its medical management.

AUThorised by:
Justine Greig
First Assistant Secretary People Policy and Culture
Date: September 2016

ConTACT OFFICer:
Nikki Curtin
Acting Assistant Secretary Culture and People Development
Ph: 02 6127 2001 or
BACKGROUND

- Gender dysphoria is the discomfort or distress that is caused by a discrepancy between a person’s gender identity and that person’s sex assigned at birth.
- Realignment (reassignment) is the process of transformation to the desired gender. Gender reassignment surgery is part of the suite of treatment options that can be used to manage gender dysphoria but is not mandatory to achieve realignment, or to be recognised as the other gender.
- The term ‘transsexual’ describes individuals who seek to change, or have changed, their primary and/or secondary sex characteristics through medical (hormones and/or surgery) interventions, typically accompanied by a permanent change in gender role.
- Defence members with gender dysphoria are managed in accordance with current best practice clinical guidelines regarding the health care needs of transsexual, transgender and gender non-conforming people. These clinical guidelines are detailed in the World Professional Association for Transgender Health Standards of Care.

Policy and Guidance

- In 1992, the ADF ended its prohibition on openly gay, lesbian and bisexual personnel serving in the military.
- In 2010, the Defence Instruction regarding the employment of transgender personnel in the ADF was cancelled.
- In 2013, Federal protections for Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) persons were introduced in the *Sex Discrimination Act 1984* to provide protection from discrimination on the basis of attributes of sexual orientation, intersex status and gender identity. The Australian Government Guidelines on the Recognition of Sex and Gender were also published, aiming to bring about a consistent approach to recording individuals' sex and/or gender in Government departments and agencies.
- Defence’s guide to *Understanding Transitioning Gender in the Workplace* provides commanders and managers with sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to another.

Workplace Support and Programs

- In order to better understand Defence’s demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the YourSay survey mechanism. The data being collected is not mandatory; however, it has assisted in framing questions within the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.
- Due to the small numbers of transgender personnel, Defence seeks to mitigate the risk of identifying individuals and their details are gathered in accordance with the *Privacy Act 1988* and other privacy-related legislation.
- Defence has a number of practices in place that enhance inclusiveness and provide additional support and networks for LGBTI members and employees, including:
  - Defence workplaces celebrating LGBTI focused days such as ‘Wear it Purple Day’;
  - The Defence Pride Network, launched in September 2015, aims to encourage information sharing, raise awareness and provide a safe place for Defence LGBTI members and their allies to seek support and work together to build a more inclusive workplace.
- Working closely with the Defence LGBTI Information Service (DEFGLIS), a community association that supports and represents previous and current serving identifying and non-identifying LGBTI members and their families.

- Defence’s guide to *Understanding Transitioning Gender in the Workplace* provides commanders and managers with a sensible and supportive approach to the management of Defence people, who intend to transition from one gender to another.
Peterson, John MR

From: Hennessy, Melissa MS
Sent: Tuesday, 21 February 2017 9:44 AM
To: Whitnall, Brenna MS
Cc: Jeffries, Katherine MRS; Lew Fatt, Monisha MS; Thornberry, Peta MRS; Armstrong, Kelvin MR
Subject: FW: UPDATED: TTCP request for Info from your Div [SEC=UNCLASSIFIED]
Attachments: TTCP Talking Points Transgender Policy Revised.doc; TTCP Talking Points UB Revised.doc
Importance: High

UNCLASSIFIED

Brenna,

Please save these in our taskings in Objective when you get a chance.

Team - tasking that I did for Justine yesterday - incase you need to reference this information for others.

Ia,

Mel

Melissa Hennessy
Assistant Director Diversity
Diversity Directorate
Culture and People Development Branch
Defence People Group

BP33-5.25 | Brindabella Business Park | PO Box 7909 | Canberra BC | ACT 2610
P: (02) 6127 2958 | F: (02) 6127 2037

---

From: Bain, Rowena MS
Sent: Monday, 20 February 2017 19:40
To: Greig, Justine MS
Cc: Phelan, Barbara MRS; Hennessy, Melissa MS
Subject: UPDATED: TTCP request for Info from your Div [SEC=UNCLASSIFIED]
Importance: High

UNCLASSIFIED

Hi Justine

Please find attached the updated TTCP talking points.

We have included a separate section in the Transgender points.

Thanks
Rowena
Hi Rowena, I appreciate the short notice of this, so below/enclosed is to assist.

Transgender

The broad update I gave to TTCP in 2015 is enclosed - see the transgender slide. Need to talk about our lessons. Don't worry about the data - but TTCP look to us as a leader in this area and need to bring out how we are approaching/lessons learnt. The guide/elements of it, can be added.

I can talk to you at Branch Heads a bit more on this one if needed.

Justine Greig
First Assistant Secretary People Policy and Culture
Defence People Group
Department of Defence
R1-1-C021 | Russell Offices | PO Box 7902 | ACT 2601
P: (02) 6265 6989 | M:

Hi Justine

Please find attached TTCP talking points on the following for your clearance:
- Transgender Policy

Jayme - these are due to Natasha on Monday 20 February.

Thanks
Rowena

From: Greig, Justine MS
Sent: Thursday, 16 February 2017 07:24
To: Fox, Natasha BRIG; Arnold, Lisa DR; Bain, Rowena MS
Cc: Brown, Tanya MRS 2; Salafia, Silvana MS; Italiano, Isabella MISS 1; Cahill, Greg LTCOL 2; Davis, Jayme MRS; Hoglin, Phillip COL
Subject: Re: TTCP request for Info from your Div [SEC=UNCLASSIFIED]

Hi Natasha, the respective branch heads will action the below.
Just to clarify:
- Transgender is also rowena as PCD have the guide

Lisa, Rowena, I am sending on quickly for you to progress
Thanks
Sent from my iPhone

On 16 Feb 2017, at 12:58 am, Fox, Natasha BRIG <natasha.fox@defence.gov.au> wrote:

UNCLASSIFIED

Hi Justine,
As you may be aware my Directorate of People Intelligence and Research team are pulling together the briefing papers for this year’s TTCP to be held in London in early March. Tanya Brown is the lead on this and at a recent pre-briefing between her, Roxanne and Brett, Roxanne suggested that you would be someone to contact with regards to obtaining some information on the following projects. I have placed names in brackets, however if there are other people could you point my team in the right direction. Additionally as we are on tight timeframes, would it be possible that you could task your Branches / Directorates to assist as a priority?

3. Transgender policy (policy from Phil Hoglin)

The information is required so Roxanne and Brett can talk to what Australia is doing in these areas from a policy and practical aspect.
Any information or points of contact that you can provide by would be greatly appreciated as we are on a deadline of 20 Feb for bringing together the briefing packs for Roxanne and Brett to clear.
My POC for this is Tanya Brown or LTCOL Greg Cahill.
Many thanks
Natasha Fox
Natasha Fox AM, CSC
Brigadier
Director General Workforce Planning
Defence People Group
BP35-4-089
33-35 Brindabella Circuit
Brindabella Park
Mobile: +522
Email: natasha.fox@defence.gov.au

IMPORTANT: This email remains the property of the Department of Defence and is subject to the jurisdiction of section 70 of the Crimes Act 1914. If you have received this email in error, you are requested to contact the sender and delete the email.
Defence is committed to fostering a diverse, inclusive, equitable, fair and safe work environment for current and prospective employees, including those within the LGTBI community whom identify as transgender.

Defence’s guide to *Understanding Transitioning Gender in the Workplace* (currently under review) provides commanders and managers with practical support for the management of Defence people, whether military or civilian, who intend to transition to another gender.

The guide also aims to provide Defence people with an appreciation of Bystander Awareness Training issues that transgender individuals may encounter and the support available to someone who wants to realign their gender identity.

In 2014 Australia was recognised at the Transgender Military Service Symposium in Washington DC for its inclusive policies that support transgender members serving with pride for the Air Force Handbook on Transitioning Gender.

There are some lessons that Defence has learnt, these include: that a flexible approach is needed; a single point of contact would be beneficial; assistance to families and implications there; senior support and awareness; employment categories and subject matter expertise is necessary.

Defence supports and works closely with the Defence LGBTI Information Services (DEFGLIS). DEFGLIS is a community association that supports and provides information to current and previous serving Defence LGBTI identifying and non-identifying members and develops and reviews policies and programs to promote LGBTI workplace inclusion.

For further advice and support on transgender matters, Defence works in partnership with organisations such as DEFGLIS, Pride in Diversity and internal to Defence Joint Health Command.
DIVERSITY AND INCLUSION IN DEFENCE

A wide range of activities and initiatives have been implemented across Defence. Below is a list of these activities and initiatives that have been broken down under each diversity priority.
Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI)

- **Defence participation at Mardi Gras.** Defence’s annual participation in the Sydney Gay and Lesbian Mardi Gras provides a strong statement of Defence’s commitment to Lesbian, Gay, Bisexual, Transgender and Intersex inclusion.

- **Pride Network.** Defence launched the network in 2015 to provide support for the LGBTI identifying and non-identifying people.

- **Participation in the Australian Workplace Equality Index.** The Australian Workplace Equality Index provides Defence an objective assessment of its Lesbian, Gay, Bisexual, Transgender and Intersex workplace inclusion practices. In 2016, Defence was awarded silver tier status for the second year in a row, and was ranked among the top 20 public sector employers for Lesbian, Gay, Bisexual, Transgender and Intersex people.

- **Pride and Diversity.** Defence is a founding member of Pride in Diversity. Pride in Diversity is Australia’s first and only not-for-profit workplace program designed specifically to assist Australian employers with the inclusion of Lesbian, Gay, Bisexual, Transgender and Intersex employees.

- **Supporting Transitioning Gender in the Workplace Guide.** The guide provides commanders and managers with practical support for the management of people who intend to transition from one gender to another.
GENERAL DIVERSITY AND INCLUSION

- Defence Corporate Events. Defence annually takes part in a number of corporate campaigns aimed at publically celebrating, supporting and acknowledging the diversity of our workforce. Defence actively take part in: the Gay and Lesbian Mardi Gras, Wear it Purple Day.
## DPG Communication Strategy

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Launch of the Defence Pride Network</th>
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</table>
| **Strategy Drafted by**             | Diversity Directorate: Tamara Lukic and Melissa Hennessy  
                                    | DPG Communication: Carla Roscoe |
| **BACKGROUND**                      | Defence is establishing the Defence Pride Network to provide support for Lesbian Gay Bisexual Transgender and Intersex (LGBTI) identifying or non identifying personnel.  
                                    | The network aims to foster a culture of inclusion and respect and empower Defence people to bring their whole selves to work regardless of their sexual orientation or gender identity. It will be a platform to:  
                                    | - Provide links to resources;  
                                    | - Start and support conversations through forums;  
                                    | - Provide a calendar of events;  
                                    | - What’s new in LGBTI; and  
                                    | - Network in an on-line and off-line environment. |
|                                     | DPG will announce the establishment of the Network at the DEFGLIS Military Pride Ball in Sydney on Saturday 5 September 2015. |
| **AIM**                             | To ensure stakeholders are aware of the establishment of Defence Pride. |
| **OBJECTIVES**                      | To inform the Defence community and stakeholders of the establishment of Defence Pride.  
                                    | To Increase participation of LGBTI identifying or non identifying personnel on the network  
                                    | To Increase awareness and support available to Defence LGBTI people. |
| **RISK ANALYSIS**                   | Senior leadership availability at LGBTI launch.  
                                    | **Mitigation:** Check availability of Senior Leadership at least 6 weeks prior to the event. Invite two individuals with the possibility of at least one being available to attend.  
                                    | DEFGLIS, Pride in Diversity and/or guest speaker availability.  
                                    | **Mitigation:** Ensure requests are placed early and alternatives available if needed.  
                                    | Potential negative feedback/negative publicity  
<pre><code>                                | **Mitigation:** Positive messaging educating the Defence community on why Defence is establishing the network and how it will support for LGBTI identifying or non identifying personnel. |
</code></pre>
<table>
<thead>
<tr>
<th>COMMUNICATION NEEDS</th>
<th>Announce and promote the network via:</th>
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<tbody>
<tr>
<td></td>
<td>‐ Speech at the Military Pride Ball (maximum of 10 mins)</td>
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<td>‐ Intranet presence, such as the Defence Pride SharePoint site (including information on the Diversity Directorate intranet page), DRN spotlight, and DEFGLIS website</td>
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<td>‐ Articles in service newspapers, Defence magazine.</td>
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<tr>
<td></td>
<td>‐ SharePoint site providing discussion forums for LBGTI network members</td>
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<tr>
<td>TARGET AUDIENCES</td>
<td><strong>Primary audience</strong></td>
</tr>
<tr>
<td></td>
<td>‧ Defence employees</td>
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<tr>
<td></td>
<td>‧ Defence senior leadership group</td>
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<td></td>
<td>‧ Defence LGBTI Community</td>
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<td></td>
<td><strong>Secondary audience</strong></td>
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<td></td>
<td>‧ Managers/commanders/supervisors</td>
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<td></td>
<td>‧ Family members of LGBTI personnel</td>
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<td></td>
<td><strong>Stakeholders</strong></td>
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<td></td>
<td>‧ DEFGLIS</td>
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<td></td>
<td>‧ Pride in Diversity</td>
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<td></td>
<td>‧ Group internal Diversity Networks</td>
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<tr>
<td>KEY MESSAGES</td>
<td><strong>Defence recognises its diverse workforce and is building an inclusive culture.</strong></td>
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<tr>
<td></td>
<td><strong>The Defence LGBTI Network initiative aligns with Defence <em>Diversity and Inclusion Strategy 2012-2017.</em></strong></td>
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<td><strong>The Network will (through a variety of means) support Defence’s LGBTI Community.</strong></td>
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<td></td>
<td><strong>Defence values our people for different qualifications, backgrounds, values and experiences and what they bring to our organisation.</strong></td>
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<td></td>
<td><strong>Defence continues to work toward creating an inclusive workplace by driving long-term sustainable LGBTI awareness and support structures.</strong></td>
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<td></td>
<td><strong>Defence strives to foster a culture of inclusion and providing for the opportunity to empower Defence people/members to bring their whole selves to work each day – regardless of sexual orientation, gender identity, gender expression, or Intersex status.</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Defence conducts its business with respect.</strong></td>
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<tr>
<td>KEY SPOKESPEOPLE</td>
<td>HPPC – LGBTI Champion</td>
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<td></td>
<td>DGPSC</td>
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<tr>
<td>TIMELINE/KEY DATES</td>
<td>September 15 - Announcement</td>
</tr>
<tr>
<td>RESOURCES / BUDGET</td>
<td>Directorate of Diversity will absorb the cost of the launch</td>
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<tr>
<td>EVALUATION</td>
<td></td>
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<tr>
<td>Direct feedback – request for more information about the network, request to join network</td>
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<td>Web page usage – data will be collected on the number of page hits</td>
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<td>Media monitoring – monitor external media reports, social media, and internal Defence media</td>
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</table>

**Implementation schedule**

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
<th>Responsibility</th>
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<tbody>
<tr>
<td>2 weeks prior to launch</td>
<td>Submit AE244 for a Defence photographer to attend the launch.</td>
<td>Diversity Directorate</td>
</tr>
<tr>
<td>2 weeks prior to launch</td>
<td>Establish Network web page and/or SharePoint site</td>
<td>Diversity Directorate</td>
</tr>
<tr>
<td>2 weeks prior to launch</td>
<td>Draft speech for Military Pride Ball</td>
<td>Diversity Directorate, DPG Comm</td>
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<tr>
<td>5 September</td>
<td>Launch occurs</td>
<td>Diversity Directorate</td>
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<tr>
<td>7 September</td>
<td>Distribute media release</td>
<td>DPG Comm, Media Operations</td>
</tr>
<tr>
<td>Week following launch</td>
<td>Publish DRN Spotlight Draft short story for DEFGLIS website to announce launch of network.</td>
<td>Diversity Directorate, DPG Comm</td>
</tr>
<tr>
<td>Mid September</td>
<td>Service newspaper article</td>
<td>Diversity Directorate, DPG Comm</td>
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<tr>
<td>March 2016</td>
<td>Defence Magazine article – 6 months on</td>
<td>Diversity Directorate, DPG Comm</td>
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</tbody>
</table>
Additional DRAFT communication attachments:

- Talking Points [Attachment A]
- Media Release [Attachment B]
- Spotlight message [Attachment C]
ATTACHMENT A

Talking Points

- Defence strives to foster a culture of inclusion and providing for the opportunity to empower Defence people/members to bring their whole selves to work each day – regardless of sexual orientation, gender identity, gender expression, or Intersex status.

- Lesbian, gay, bisexual and transgender and intersex (LGBTI) people are part of every sector of the Australian workforce.

- Until recently, recognition of sexuality and gender diversity at work has fallen within the framework of anti-discrimination and equal opportunity practices.

- The ADF is proud of its evolving nature and recognises the correlation between diversity and capability.

- Defence’s cultural change strategy Pathway to Change provides a clear commitment to shaping Defence’s attitudes, systems and behaviours to improve capability and ensure the continued support of the Australian public.

- The Defence leadership is committed to diversity and to ensuring Defence is an inclusive organisation that respects all its members.

- The Defence Lesbian Gay Bisexual Transgender Intersex (LGBTI) Employee Network (the Network) is being established to provide support for LGBTI identifying or non identifying personnel.

- It will assist to foster a culture of inclusion and respect and empower Defence people to bring their whole selves to work regardless of their sexual orientation or gender identity.

- The Network will significantly increase LGBTI Defence employee engagement, productivity and retention.

“If asked” questions

If asked – why is the LGBTI Defence Network being established?

- To support Defence LGBTI people and those who support LGBTI people.

- The Network will assist to foster a culture of inclusion and respect and empower Defence people to bring their whole selves to work regardless of their sexual orientation or gender identity.

If asked - Is the membership limited to only those individuals who identify as LGBTI?

- No, the network is open to everyone in Defence.

If asked - What is the role of the Network?

- The Network will:
  - Provide links to resources;
  - Start and support conversations through forums;
  - Provide a calendar of events;
  - What’s new in LGBTI; and
  - Network in an on-line and off-line environment.
If asked – how does Defence demonstrate its commitment to an LGBTI inclusive workplace?

- Defence has demonstrated its commitment to an LGBTI inclusive workplace by:
  - Participating in the Australian Workplace Equality Index - Australia’s definitive benchmark on LGBTI workplace inclusion practices and initiatives;
  - Participating in the Sydney Gay and Lesbian Mardi Gras
  - Supporting and working in close collaboration with the Australian Defence Force Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS);
  - The appointment of advisers such as Chief of Navy’s Strategic Advisor for LGBTI issues;
  - Army’s release of the Pride Label Pin in recognition of inclusiveness and to show respect for Army’s LGBTI workforce members; and
  - Guides for ADF members such as Understanding Transitioning Gender In The Workplace; and Air Force’s Lesbian, Gay and Bisexual Members and Transitioning Gender in Air Force.

If asked – what is the difference between DEFGLIS and Defence Pride?

- The Defence Gay Lesbian Bisexual Information Service (DEFGLIS) is an existing community association that supports and represents Defence LGBTI personnel and their families.
- Defence Pride will liaise/collaborate on a regular with DEFGLIS to continue to support Defence’s LGBTI community and provide the following:
  - Provide news and information to the Defence LGBTI community about inclusion initiatives, benefits and policies that affect them.
  - Provide a forum that encourages full-time, part-time, reserve and former Defence LGBTI personnel and their families to network and support one another; provide education to the Defence LGBTI community to undertake support responsibilities; assist LGBTI families to contact appropriate persons or bodies on an issue; and advocate on behalf of Defence LGBTI families as a whole to promote outcomes that are beneficial to families and Defence.
  - Provide a conduit that facilitates provision of direct and community-based LGBTI subject matter advice to the Department of Defence and stakeholders on matters that affect Defence LGBTI personnel and their families in order to inform policy development and decision making.
Media Release

Defence launches Pride Network.

A network to support Defence Lesbian Gay Bisexual Transgender Intersex personnel was launched at the inaugural Military Pride Ball at the Australian National Maritime Museum in Sydney on Saturday.

Acting Director General, People Strategy and Culture Nikki Curtin said Defence Pride would support LGBTI members and their allies.

“Defence is proud of its evolving nature and recognises the correlation between diversity and capability,” she said.

“We strive to foster a culture of inclusion and respect. Defence Pride will empower Defence people to bring their whole selves to work each day— regardless of sexual orientation, gender identity, gender expression, or Intersex status.

“Established to provide support for LGBTI identifying and non identifying personnel, Defence Pride will significantly increase LGBTI Defence employee engagement, productivity and retention.”

Jack Anderson, an LGBTI identifying member of Defence, is excited to see what the network will achieve for LGBTI members and employees.

“Having an official Pride Network is a huge leap forward for Defence. From my perspective, it shows that the organisation doesn't want me to hide who I am at work but instead wants me to know I am accepted,” Mr Anderson said.

The Military Pride Ball is hosted by the Defence Gay Lesbian Bisexual Information Service (DEFGLIS)—an existing community association that supports and represents Defence LGBTI personnel and their families.

The establishment of the Defence Pride Network aligns with the Defence Diversity and Inclusion Strategy 2012-2017; and was identified as a key opportunity for Defence to enhance workplace inclusivity.

For more information please contact the Diversity Directorate at DiversityPolicyandPrograms@defence.gov.au
Launch of Defence Pride Network


The Defence Pride Network provides support for Lesbian, Gay, Bisexual and Transgender and Intersex (LGBTI) identifying or non-identifying people and empowers Defence people to bring their whole selves to work each day - regardless of sexual orientation, gender identity, gender expression, or Intersex status”.

For more information, including accessing the online forum, contact the Diversity Directorate at DiversityPolicyandPrograms@defence.gov.au

Clearance for communication material

To maximise success of your communication plan then submit to DPG Communication at DPGC.Requests@defence.gov.au after the plan is drafted. DPG Communication can edit your plan and offer advice and provide you a revised plan. Submit your revised plan for Group/Service 1 Star clearance then return to DPG Communication who will organise Group/Service 2 Star clearance then Corporate Communication clearance (if required).
<table>
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<th>Name</th>
<th>Appointment</th>
<th>Date and Time</th>
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<tbody>
<tr>
<td>drafted by</td>
<td>Carla Roscoe</td>
<td>DPG Communication Manager</td>
<td>18 Aug 15</td>
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<th>Name</th>
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<tr>
<td>Subject Matter Expert</td>
<td>Melissa Hennessy</td>
<td>Diversity Directorate</td>
<td>27 August 2015</td>
</tr>
<tr>
<td>Group/Service 1 Star</td>
<td>Nicole Curtin</td>
<td>A/AS PSC</td>
<td>31 August 2015</td>
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- This information is consistent with advice provided to the Minister by other means (E.g. QTB, MinSub etc)
  *(To be completed by 1 Star or above)*

- Yes / No / Not Applicable
  *(Delete which ever is not applicable)*

- Strategic Communication Adviser
  - Carla Roscoe
  - DPG Communication Manager
  - 18 Aug 15

- Assistance Secretary Corporate Communication (ASCC) or delegate
  - Karen Jones
  - DMOPS
  - 150902 1338

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| *(To be completed by ASCC)*

| Forward to/Cleared by | |
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| Regional Manager Public Affairs | | | |
ITEM: Diversity update

Background
Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI)

- DPG is currently planning participation in the Sydney Gay Lesbian Mardi Gras Parade on 4 March 2017.
Talking Points
Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI)

- DPG is currently planning participation in the Sydney Gay Lesbian Mardi Gras Parade on 4 March 2017.
- ‘Supporting Transitioning Gender in the Workplace’ Guide, to be released shortly.
<table>
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<th>Notes / Outcomes</th>
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</table>
From: Blix, Sophia MS on behalf of Minister for Defence
Sent: Monday, 14 November 2016 11:58 AM
To: Coles, Shane MR 1
Cc: DLO MINDEF
Subject: FW: Defence Minister Contact [SEC=UNCLASSIFIED]

Follow Up Flag: Follow up
Flag Status: Red

UNCLASSIFIED

Hi Shane

One for your office.

Sophia

---

From: wordpress@defence-ministers.govspace.gov.au [mailto:wordpress@defence-ministers.govspace.gov.au] On Behalf Of govspace.gov.au
Sent: Saturday, 12 November 2016 19:58
To: Minister for Defence
Subject: Defence Minister Contact
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<th>Suburb:</th>
<th>S47F</th>
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<td>Post code:</td>
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<td>Country:</td>
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<tr>
<td><strong>Subject of message:</strong></td>
<td><strong>Recognition of Nonbinary Genders in the ADF and ADFC</strong></td>
</tr>
<tr>
<td><strong>Views or Feedback:</strong></td>
<td><strong>Dear Senator,</strong></td>
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<td>S22</td>
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<td>S47F</td>
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<tr>
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<td>&quot;I looked into the support for LGBTQ members of the ADF. I was pleased to see that transgender members had been well supported through their transition&quot;</td>
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email addresses for transgender personnel

Thankyou for your consideration on this matter. I look forward to hearing from you.

S47F

File attachment:

Username:

This email was built and sent using Visual Form Builder Pro.
NAVY COMMENTS - TRANSGENDER

Issues and Challenges - Transgender

- There are no significant issues or challenges related to accommodation and messing in the RAN for personnel undergoing gender transition. Personnel will not be posted to ships whilst transitioning and therefore messing issues are not a problem at sea. However, returning to sea post-transition (especially if the member does not undergo surgical reassignment) presents a range of challenges for the individual and the organisation. Policy implications and options to support personnel returning to sea are currently being researched by the Directorate of Diversity and Inclusion.

- Ashore, most living areas have unisex bathrooms. There are very few female only or male only accommodation blocks. For those living at the Homebush and North Strathfield complexes, apartments are shared with the general rule being that Navy would not put mixed genders in the same apartment. Where rooms have an ensuite, the main bathroom remains an option for use. Locks are installed on all bedrooms. Where there is any concern, cases are managed individually.

- Once social realignment commences, the dress and bearing of the transitioning person will need to be aligned with their affirmed gender. At this point, the transitioning person must be permitted to use the ablution facilities appropriate to their affirmed gender if they so choose. A transitioning person may choose to use separate facilities such as an accessible toilet for disabled people. However, it will be discriminatory to insist that the transitioning person permanently use facilities for the disabled or facilities of their assigned gender.

- Should the situation arise where open communal same sex showers are the only showers available (i.e. field exercises or deployments), the transitioning person and their commander or manager should discuss and agree upon an appropriate arrangement to ensure the needs of all personnel are met. This situation would only apply prior to the transitioning person undergoing gender realignment surgery. People working within the same work environment as the transitioning person should be given the opportunity to discuss any concerns they may have with their commander or manager.

- The existing accommodation policy for broader Defence is currently owned by Defence Estate and Infrastructure and does not specifically discuss transgender issues or other diversity related issues. It is incumbent upon the Services to manage any issues on a case by case basis.

- Inclusive and compassionate leadership is also a critical factor in ensuring that personnel undergoing transition and their work colleagues are supported. Leaders must ensure that they educate themselves, communicate respectfully and set the right tone with the person and the team to ensure a smooth integration with minimal disruption.
Minister for Defence Personnel – For action
Minister for Defence – For information
Copies to: Secretary, CDF, VCDF, DEPSEC DP, CAF, HPC, HCRESD, ASCPD

--

Page 1 of 2
UNCLASSIFIED
Sensitivity:
No

Financial Impacts:
There are no financial impacts

Summary of Attachments:
A – Original correspondence from S47F
B – Draft response to S47F

Background:
6. The Defence Diversity and Inclusion Strategy 2012-2017 outlines Defence’s plan for building a more diverse and inclusive workplace, with a particular focus on:

Consultation:
Director General Navy People;
Director General Personnel – Army;
Director General Personnel – Air Force;
Defence Gay and Lesbian Information Service (DEFGLIS)
Cadet, Reserve and Employer Support Division (CRESID)
Dear S47F,

Additionally, to demonstrate the importance placed on diversity and inclusion, in late 2016 the Director General Cadets – Air Force appointed a Wing Commander to the position of Director Diversity and Inclusion with responsibility for leadership, support and guidance on areas such as Indigenous, Gender, Culture and Lesbian, Gay, Bisexual, Transgender and Intersex. This role will also be responsible for developing Australian Air Force Cadets transgender procedures in 2017. This body of work will provide the springboard for Australian Defence Force Cadets wide transgender and procedures and protocols.
Defence prides itself on being an employer of choice and I am pleased to hear that your experience has been mostly positive and staff have been supportive of your social transition.

Defence will continue to work on the development of transgender policy, diversity and inclusion and I expect you will see positive changes over time as the Defence culture continues to evolve.

I trust this gives you confidence that Defence’s commitment to the recognition of sex and gender is strong.

Yours sincerely

Dan Tehan
# DIVERSITY COMMUNICATIONS IMPLEMENTATION PLAN 2015-16

<table>
<thead>
<tr>
<th>Date</th>
<th>Channel</th>
<th>Activity &amp; Message</th>
<th>Target audience/stakeholder(s)</th>
<th>Notes</th>
</tr>
</thead>
<tbody>
<tr>
<td>27 Aug 2015</td>
<td>Events</td>
<td>Wear it Purple Day&lt;br&gt;Lesbian Gay Bisexual Transgender and Intersex (LGBTI) awareness sessions held at Russell and BP.&lt;br&gt;  - DEFGRAM&lt;br&gt;  - Spotlight&lt;br&gt;  - DPG News and Events</td>
<td>All Defence Staff</td>
<td></td>
</tr>
<tr>
<td>5 Sept 2015</td>
<td>Events Online</td>
<td>DEFGLIS Military Pride Ball and launch of Defence Pride network&lt;br&gt;  - Spotlight/DPG News and Events&lt;br&gt;  - Media release&lt;br&gt;  - Speaking notes for A/DGPSC, who will speak at the ball to 'soft' launch the network.</td>
<td>Defence LGBTI Staff and advocates</td>
<td>Communication planning done by Carla Roscoe in DPG Comms, approved by A/HPPC.</td>
</tr>
</tbody>
</table>

As at 20 January 2015
<table>
<thead>
<tr>
<th>Date</th>
<th>Channel</th>
<th>Activity &amp; Message</th>
<th>Target audience/ stakeholder(s)</th>
<th>Notes</th>
</tr>
</thead>
</table>
| 5 Mar 2016| Event Online | **Sydney Mardi Gras**  
Comms plan in support of ADF participation in Mardi Gras, including:  
- Media enquiry management, including possible interviewees  
- Talking points  
- Key messages for internal communications ie articles in service news  
- Imagery  
- Defence Pride resources | Defence LGBTI members  
Defence Pride members  
All Defence Staff |
<table>
<thead>
<tr>
<th>Date</th>
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<th>Activity &amp; Message</th>
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</table>

As at 20 January 2015
Diversity Communication Strategy
LESGIAN, GAY, BISEXUAL, TRANSGENDER AND INTERSEX (LGBTI) .................................................... 21
Sex and Gender in Defence ........................................................................................................ 21
Transitioning Gender .............................................................................................................. 21
Days of Significance ............................................................................................................. 22
Participation in 2016 Sydney Mardi Gras ............................................................................. 22
Networks and Senior Champions .......................................................................................... 23
Defence collaborations on LGBTI issues ............................................................................. 23
1. Purpose

This communication strategy provides a framework for the communication priorities and activities relating to diversity and inclusion in Defence, and aligned with the Defence Diversity & Inclusion Strategy 2012-2017. There are seven priority diversity groups identified in Defence:

- Lesbian, gay, bisexual, transgender and intersex (LGBTI) persons;
4. Our core business

The Defence Diversity & Inclusion Strategy 2012-2017 identifies seven key diversity groups:

- **LGBTI** - The aim is to support LGBTI people in Defence. Initiatives and programs focus on increasing awareness of LGBTI matters, ensuring Defence policies do not exclude people because of sexuality or gender identification, and that LGBTI people have appropriate support mechanisms.

Current Initiatives and Programs
## Memberships

| Diversity and Inclusion | Diversity Council of Australia |

| LGBTI | • Pride in Diversity |

## Days of Significance and Events

- **Sydney Mardi Gras Fair Day** - 21 February 2016
- **Sydney Mardi Gras Parade** - 5 March 2016
- **The Military Pride Ball (run by DEFGLIS)** - date to be advised
- **Wear it Purple Day** - 28 August every year
- **Diversity Survey Questions** - A recent addition to both Defence Census and YourSay is the collection of LGBTI data, also on a voluntary basis. The questions used for each survey are very similar, and are as follows:

<table>
<thead>
<tr>
<th>Question</th>
<th>Choices</th>
</tr>
</thead>
<tbody>
<tr>
<td>Do you identify as transgender?</td>
<td>- Yes</td>
</tr>
<tr>
<td></td>
<td>- No</td>
</tr>
<tr>
<td></td>
<td>- Prefer not to say</td>
</tr>
</tbody>
</table>

The first survey results reflecting this data will be available in 2016.

- **Australian Workplace Equality Index (AWEI)** - Defence personnel are also invited to contribute to the Australian Workplace Equality Index (AWEI) through an online employee survey. The AWEI is developed by Pride in Diversity to gauge the overall awareness, impact and effectiveness of current LGBTI initiatives in an organisation. Trends from the workplace inclusion survey will contribute to ongoing research and inform future initiatives and policy development. This voluntary survey is open to all Defence personnel, regardless of sexual orientation, gender identity or intersex status. The survey is designed to present questions relevant to individual circumstances based on participant's responses to questions. Not all questions are mandatory therefore participants can elect whether to respond or not.
<table>
<thead>
<tr>
<th>Lesbian, gay, bisexual, transgender and intersex</th>
</tr>
</thead>
<tbody>
<tr>
<td>Use ‘Defence Lesbian, Gay, Bisexual, Transgender and Intersex Information Service’ first followed by ‘DEFGLIS’</td>
</tr>
<tr>
<td>Use ‘Defence Pride’</td>
</tr>
</tbody>
</table>
Overarching messages

The Defence Diversity and Inclusion Strategy 2012-2017 outlines Defence’s plan for building a more diverse and inclusive workplace, with a focus on...
Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI)

Sex and Gender in Defence

In 1992, the ADF ended its prohibition on openly gay, lesbian and bisexual personnel serving in the military.

In 2010, the Defence Instruction regarding the employment of transgender personnel in the ADF was cancelled.

In 2013, Federal protections for Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) persons were introduced in the Sex Discrimination Act 1984 to provide protection from discrimination on the basis of attributes of sexual orientation, intersex status and gender identity. The Australian Government Guidelines on the Recognition of Sex and Gender were also published, aiming to bring about a consistent approach to recording individuals' sex and/or gender in Government departments and agencies.

Elements of inherited institutionalised culture still linger within Defence and can cause LGBTI personnel to feel excluded or unwelcome in the workplace. However, Defence maintains its commitment to valuing and supporting the inclusion of LGBTI persons. While ADF members have marched in the Sydney Gay and Lesbian Mardi Gras since 1996, in 2013 Defence demonstrated its commitment by allowing ADF members to march in uniform, a practice that continues.

In order to better understand Defence's demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the YourSay survey mechanism. The data being collected is not mandatory; however, it has assisted in framing questions within the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.

Due to the small numbers of transgender personnel, Defence seeks to mitigate the risk of identifying individuals and their details are gathered in accordance with the Privacy Act 1988 and other privacy-related legislation.

Transitioning Gender

Gender dysphoria is the discomfort or distress that is caused by a discrepancy between a person's gender identity and that person's sex assigned at birth. Realignment (reassignment) is the process of transformation to the desired gender. Gender reassignment surgery is part of the suite of treatment options that can be used to manage gender dysphoria but is not mandatory to achieve realignment, or to be recognised as the other gender.

In the ADF, gender dysphoria, gender realignment and affirmation surgery is managed in accordance with the same principles underlying the provision of health care for any other clinical condition.

Defence's guide to Understanding Transitioning Gender in the Workplace provides a sensible and supportive approach to the management of Defence people, whether military or APS, who intend to transition to another gender. Each Service is developing its own guidelines on specific matters, such as uniforms, that impact on transgender personnel.

Defence has a duty of care to support all personnel. Defence does not intend to identify any transgender members. They will be permitted to undertake their duties as any other personnel with appropriate levels of privacy and security.
Gender dysphoria does not necessarily preclude someone from military service, and there may be ADF members who have joined after they have transitioned genders. Defence would not necessarily have visibility of these members.

Days of Significance

Defence has a number of practices in place that enhance inclusiveness and provide additional support and networks for LGBTI members and employees, including:

- Defence workplaces celebrating LGBTI focused days such as ‘International Day Against Homophobia and Transphobia’ and ‘Wear it Purple’ days;
- The Defence Pride Network, launched in September 2015, aims to encourage information sharing, raise awareness and provide a safe place for Defence LGBTI members and their allies to seek support and work together to build a more inclusive workplace.
- Working closely with the Defence Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS), a community association that supports and represents Defence LGBTI personnel and their families.
- Defence’s guide to Understanding Transitioning Gender in the Workplace provides commanders and managers with a sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to another.

Work is underway to gather further knowledge of the LGBTI community within Defence to address their needs. This includes consistent engagement with peak bodies and other military organisations, as well as supporting research into the history of LGBTI Military Service in Australia since 1945.

Participation in 2016 Sydney Mardi Gras

Defence is proud of its evolving culture and recognises the benefits of a diverse and inclusive workforce. The 2016 Sydney Mardi Gras parade provides an opportunity for Defence to publicly demonstrate its commitment to being a diverse and inclusive organisation.

In 2016, ADF and Defence Australian Public Service (APS) personnel will again march in the Sydney Gay and Lesbian Mardi Gras parade. About 140 people from the Navy, Army, Air Force, Defence APS together with their families and friends are expected to march in the Defence contingent.

The theme for Mardi Gras in 2016 is ‘Momentum – Stronger Together’. In 2016 it’s time to stand up and be counted, to turn passion into purpose. Build momentum and become unstoppable and let that momentum carry and drive us ever forward.

ADF members and departmental employees are free to volunteer in these activities, as they are similarly free to participate in other cultural activities that align with Defence and individual Service values.

The Mardi Gras parade is also an opportunity for lesbian, gay, bisexual, transgender and intersex (LGBTI) members of the ADF to demonstrate pride in their Service and to role model inclusive behaviour.

Defence will march alongside other uniformed agencies participating in the parade, including Federal and State Police, NSW Fire, Ambulance and State Emergency services.
ADF members have marched in the parade since 1996 and marched for the first time in uniform in 2013.

The Sydney Gay and Lesbian Mardi Gras festival consists of a number of events and activities over three weeks of which Defence will participate in the parade and Fair Day.

The Sydney Gay and Lesbian Mardi Gras Fair Day on 21 February 2016 is a community event that attracts around 80,000 people each year.

Defence’s attendance at the Fair Day is an opportunity to engage directly with the LGBTI community and its supporters to reinforce Defence’s commitment to an inclusive and diverse workforce.

Defence is participating in a SBS Television Network feature on Transgender ADF Members, that is scheduled to be aired in the same week as Mardi Gras (21 February 2016).

Networks and Senior Champions

Defence seeks to create an inclusive workplace by driving long term, sustainable LGBTI awareness and support structures. The establishment of a Defence LGBTI Network, called Defence Pride, achieves this objective, in line with the Defence Diversity and Inclusion Strategy 2012-2017.

The establishment of an LGBTI Network was identified as a key opportunity for Defence to enhance workplace inclusivity as a result of participation in the Australian Workplace Equality Index, Australia’s definitive national benchmark on LGBTI workplace inclusion practices and initiatives.

The aim of Defence Pride is to support all personnel in the Department of Defence to create and be a part of safe and inclusive teams. Defence Pride will support all members of Defence to foster a culture of inclusion and respect, empowering our people to bring their whole selves to work each day - that is, people feeling comfortable to be themselves at work regardless of sexual orientation or gender identity.

Defence people not located in Canberra are encouraged to join, and to ensure their region is represented in Defence Pride.

The most senior member of the Defence Pride Network is Richard Oliver, the Department of Defence LGBTI Champion. Richard is a Senior Executive Service (SES) Level 2 and is part Defence’s senior leadership team. He provides executive sponsorship of the network, and often attends events, and represents this role at various meetings/events throughout Defence.

Defence collaborations on LGBTI issues

ADF members and their families are fortunate to have the long-term support of the Defence Gay and Lesbian Information Service (DEFGILS). DEFGILS has operated since 2002 and has strong links to the Department. Although not formally endorsed or funded by Defence, it is supported and consulted on LGBTI matters.

Defence is a foundation member of external agency Pride in Diversity and regularly utilises its services to facilitate and assist with LGBTI inclusion. As an example in 2015, Ross Wetherbee of Pride in Diversity gave briefings in Canberra on LGBTI as part of the Defence Wear it Purple Day activities.

Each year, Pride in Diversity Australia issues the Australian Workplace Equality Index (AWEI), a benchmarking initiative that assesses organisations’ commitment to LGBTI workplace practices. Participation in this index provides Defence with comprehensive data to gauge progress on LGBTI inclusion.
feedback on its LGBTI inclusiveness. At the 2015 AWEI awards, Defence was jointly recognised, with another public sector agency, as the top public sector employer for LGBTI people. Defence was also identified as a Silver status employer for an inclusive workplace.
Key documents

2. The Defence Diversity and Inclusion Strategy 2012-2017 outlines Defence’s plan for building a more diverse and inclusive workplace, and the areas of priority focus for Defence. These priorities align with each stage of the employment life cycle of Defence people - attract, recruit, develop, retain and transition. They also reflect those groups in Defence requiring priority attention: Transgender.
Lesbian, gay, bisexual, transgender and intersex (LGBTI) persons

22. The Defence Pride Network provides support for Defence staff who identify as LGBTI and LGBTI allies. Diversity Directorate administer the SharePoint site on the Defence Restricted Network.

23. Defence is a foundation member of Pride in Diversity. Pride in Diversity is Australia's first and only not-for-profit workplace program designed specifically to assist Australian employers with the inclusion of LGBTI employees.

24. The Pride in Diversity 2016 Australian Workplace Equality Index (AWEI) provides Defence an objective assessment of its LGBTI workplace inclusion practices. In 2016, Defence was awarded silver tier status for the second year in a row, and was ranked among the top 20 public sector employers for LGBTI people.

25. Due to resource constraints, the Directorate are unlikely to enter the 2017 AWEI.

26. Defence has complied with the 2013 Australian Government Guidelines of the Recognition of Sex and Gender. This will ensure the personal information Defence collects and stores is accurate, current, and inclusive of transgender.

28. Work in this area is ongoing within the Australian Defence forces, as all uniforms, medical care, living quarters and ablutions are gendered.

29. Defence’s guide to Understanding Transitioning Gender in the Workplace provides commanders and managers with practical support for the management of Defence people, whether military or civilian, who intend to transition to another gender.

30. Defence supports and works closely with the Defence LGBTI Information Services (DEFGLIS). DEFGLIS is a community association that supports and provides information to current and previous serving Defence LGBTI identifying and non-identifying members and develops and reviews policies and programs to promote LGBTI workplace inclusion.

31. Defence’s annual participation in the Sydney Gay and Lesbian Mardi Gras provides a strong statement of Defence’s commitment to LGBTI inclusion.

32. Defence has two Executive LGBTI Champions with a view to identifying more through 2017:

   a. Mr Richard Oliver - Acting Deputy Secretary Defence People Group
   b. Vice Admiral Ray Griggs AO CSC RAN - Vice Chief of the Defence Force
e. Lesbian, Gay, Bisexual, Transgender and Intersex persons;
e. The two primary Defence workforces, the Australian Defence Force and the Australian Public Service, have both changed considerably in terms of diversity and composition. At the time of writing the report, the following was observed:

(3) Defence does not collect specific data on the LGBTI community within Defence however specific LGBTI questions are now included in the Defence Census which will provide the first reliable data set to inform the organisation about the number of people who identify as LGBTI.
Authorised by: Justine Greig, First Assistant Secretary, People Policy and Culture

Date: 11 May 2017

Contact Officer: Rowena Bain, Assistant Secretary Culture and People Development

Ph: (02) 6127 2001

Attachments
A. Key Defence Diversity and Inclusion Initiatives
Key Defence Diversity and Inclusion Initiatives

1. Defence has undergone significant transformation and has implemented strategies to increase and support identified diverse groups that require immediate attention. A wide range of activities and initiatives have been implemented to address the five strategic goals contained within the Strategy. These include (but are not limited to):
c. Goal 3: Defence recognises and understands that true inclusiveness does not mean treating everyone exactly the same way, all the time.

(2) Understanding Transitioning Gender in the Workplace Guide. The guide provides commanders and managers with practical support for the management of people who intend to transition to another gender. It is anticipated that the guide will be released in May 2017.
(3) **Diversity and Inclusion Training Package.** Defence has commenced the development of a new Diversity and Inclusion training package. The intent is to ensure that Defence is an accepting and inclusive work place which can position itself as an employer of choice. The package will be developed for all Defence personnel and will be accessible through e-learning and the option of face to face courses. The package is expected for release in June 2017.
d. Goal 4: Defence is viewed by all as an organisation committed to diversity and inclusion.

(2) **Defence Corporate Events.** Defence annually takes part in a number of corporate campaigns aimed at publically celebrating, supporting and acknowledging the diversity of our workforce. In 2017, Defence took part in the Sydney Gay and Lesbian Mardi Gras, and Wear it Purple Day.

(3) **Defence presentations at conferences and events.** Defence is receiving increased requests to speak at public events and forums as recognition of the progress being made within the Diversity and Inclusion space. Recent and upcoming examples which enable Defence to publicly demonstrate our commitment to diversity and inclusion include:

(a) **Defence participation at Mardi Gras.** Defence recently participated in the Sydney Mardi Gras parade with 162 uniformed servicemen and women, Defence public servants, families and friends of the Defence community. The march was lead by CAPT Christine Clarke RAN.
Department of Defence

ENTERPRISE BUSINESS COMMITTEE

20 July 2017

EBC AGENDUM 50 OF 17 – QUARTERLY DIVERSITY AND INCLUSION UPDATE
International Day Against Homophobia and Transphobia dinner

11. On 25 May 2017, the Australian Defence Force Academy hosted their annual International Day Against Homophobia and Transphobia dinner. The dinner, run by the Academy’s LGBTI support network, demonstrates the Academy’s support for the day, which promotes public awareness and education on the issues faced by the LGBTI community.
BRIEF 1.6: DIVERSITY
This brief is focussed on corporate level activities and covers three broad headings:

- Key Issues,
- Diversity Data and Trends, and
- Current and Future activities.

Each heading contains information as appropriate for areas of broad Diversity:

- LGBTI, in that order.

Key Issues
Diversity Data and Trends as at 1 January 2015
Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI)

- In order to better understand our demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the YourSay survey mechanism. The data being collected is not mandatory, it will; however, guide how questions are framed within the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.
Overarching Diversity Initiatives

- Diversity Champions: Defence has introduced Diversity Champions for Disability and LGBTI. These Champions will advocate the importance and benefits of diversity at the senior level; act as role models for visible change; and regularly communicate and support initiatives that increase the representation of diverse groups across Defence.
Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI)

- Work is underway to gather further knowledge of the LGBTI community within Defence to address their needs. This includes consistent engagement with peak bodies, other military organisations as well as supporting research into the history of LGBTI Military Service in Australia since 1945.
Defence has a number of practices in place that enhance inclusiveness and provide additional support and networks for LGBTI members and employees, including:

- Access to conditions of service regardless of sexual orientation or gender;
- Foundation membership of ‘Pride in Diversity’ - Australia’s first and only not-for-profit workplace program designed specifically to assist Australian employers with the inclusion of LGBTI employees;
- Defence’s guide to ‘Understanding Transitioning Gender in the Workplace’ developed to provide commanders and managers in Defence with the basis for a sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to the other; and
- Encouragement of Defence workplaces to celebrate LGBTI focused days such as 'International Day Against Homophobia and Transphobia (IDAHOT)' and ‘Wear it Purple’ day.

Defence supports and works in close collaboration with the Australian Defence Force Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS). DEFGLIS

Sydney Gay and Lesbian Mardi Gras Parade: Defence authorises the ongoing voluntary participation of ADF members in uniform at the annual Parade. Defence’s participation in the Parade provides a strong statement of the commitment that Defence places on LGBTI inclusion. In 2015, the Warrant Officer – Navy, Regimental Sergeant Major – Army and the Warrant Officer – Air Force will lead their respective Service in the Parade.

Sydney Gay and Lesbian Mardi Gras Fair Day: DFR will again occupy an information stall at Fair Day to promote the ADF as an employer of choice. Attended by approximately 80,000 people, Fair Day is a signature event of the Sydney Gay and Lesbian Mardi Gras celebrations.

Australian Workplace Equality Index (AWEI) benchmark activity: AWEI is Australia’s definitive national benchmark on Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) workplace inclusion practices and initiatives. Participation in AWEI provides Defence with comprehensive feedback and benchmarking information regarding its LGBTI workplace inclusion practices.

Defence was recognised as a Bronze level employer for its work on LGBTI workplace inclusion practices and will be participating again for the 2014 year.
Defence participates in the annual Pride in Diversity awards which recognises individuals and organisations making significant achievements relating to LGBTI workplace inclusion practices. In 2014, individual awards were presented to two Air Force personnel; the LGBTI Workplace Inclusion Champion and the Regional/Rural LGBTI Workplace Inclusion Champion.

Defence sponsored Pride in Diversity's Australian National Recruitment Guide in 2014. The Guide highlights organisations actively engaged in making workplaces inclusive of sexual and gender diversity and is distributed to universities, LGBTI student collectives, TAFEs, career advisory services and recruiters.

LGBTI Employee Network: An information session was held in November 2014 to discuss the establishment of a Network to support LGBTI personnel. The network will undertake agreed objectives in support of LGBTI goals identified in the Defence Diversity and Inclusion Strategy 2014 - 2017. There has been an overwhelming response both locally and regionally for membership to the network.

Defence LGBTI Champion: Defence established an LGBTI Champion in 2014 to act as a role model for visible change across Defence especially in relation to LGBTI inclusive practices.

AUTHORISED BY:
Rebecca Skinner
Deputy Secretary Defence People
Date: January 2015

Richard Oliver
Head People Policy and Culture
Date: January 2015

CONSULTED WITH:
Information contained within this brief was updated by the Personnel areas within each service. Updated Group information was provided by CIOG, DMO and DPG.

BACKGROUND

DIVERSITY INITIATIVES
Pride in Diversity

Defence became a foundation member of ‘Pride in Diversity’ in 2009 prior to it being officially launched in early 2010. ‘Pride in Diversity’ is Australia’s first and only not-for-profit workplace program designed specifically to assist Australian employers with the inclusion of lesbian, gay, bisexual, and transgender employees. Defence attends the ‘Pride and Diversity’ network meetings with other APS agencies.
DIVERSITY AND INCLUSION

Navy Strategic Advisers

- Navy will continue to draw on the subject matter expertise of four Navy Strategic Advisers in the implementation of diversity strategy, policy and programs. These Advisors cover [redacted] Transgender [redacted]...
In March 2014, Chief of Navy formally appointed WO Stuart O’Brien as the inaugural Navy Strategic Advisor for Lesbian, Gay, Bi-Sexual, Transgender and Intersex (NSA LGBTI) issues. This significant appointment sends a strong signal of support to all Navy personnel and the broader community of Navy’s ongoing commitment to diversity and inclusion. The Strategic Advisor has provided input into Defence People Group initiatives on the update of the Defence transgender policy, proposed Defence census questions on LGBTI personnel and responded to international requests for policy and program best practice data.

The Army LGBTI strategy is under development. Nested within Defence’s Diversity and Inclusion Strategy 2014 – 2017, the Army LGBTI strategy will aim to position Army as an employer of choice for LGBTI persons, and as an organisation that respects and supports the inclusion of sexuality and gender diverse persons. The effect of this initiative is to increase diversity in the workplace and foster an inclusive and respectful environment. A supporting element to this strategy was the development and success of the Army Pride pin.
DIVERSITY AND INCLUSION IN DEFENCE

A wide range of activities and initiatives have been implemented across Defence. Below is a list of these activities and initiatives that have been broken down under each diversity priority.
LESBIAN, GAY, BISEXUAL, TRANSGENDER AND INTERSEX (LGBTI)

- **Defence participation at Mardi Gras.** Defence’s annual participation in the Sydney Gay and Lesbian Mardi Gras provides a strong statement of Defence’s commitment to Lesbian, Gay, Bisexual, Transgender and Intersex inclusion.
- **Pride Network.** Defence launched the network in 2015 to provide support for the LGBTI identifying and non-identifying people.
- **Participation in the Australian Workplace Equality Index.** The Australian Workplace Equality Index provides Defence an objective assessment of its Lesbian, Gay, Bisexual, Transgender and Intersex workplace inclusion practices. In 2016, Defence was awarded silver tier status for the second year in a row, and was ranked among the top 20 public sector employers for Lesbian, Gay, Bisexual, Transgender and Intersex people.
- **Pride and Diversity.** Defence is a founding member of Pride in Diversity. Pride in Diversity is Australia’s first and only not-for-profit workplace program designed specifically to assist Australian employers with the inclusion of Lesbian, Gay, Bisexual, Transgender and Intersex employees.
- **Supporting Transitioning Gender in the Workplace Guide.** The guide provides commanders and managers with practical support for the management of people who intend to transition from one gender to another.
GENERAL DIVERSITY AND INCLUSION

- **Defence Corporate Events.** Defence annually takes part in a number of corporate campaigns aimed at publicly celebrating, supporting and acknowledging the diversity of our workforce. Defence actively participate in: the Gay and Lesbian Mardi Gras, and Wear it Purple Day.
Hi Mel
FYI

Cheryl Pryce
Deputy Director
Diversity Directorate
People Strategy and Culture
Department of Defence
BP33-5-020 | Brindabella Business Park | PO Box 7909 | Canberra BC | ACT 2610
P: (02) 6127 2967

Hi Paul

Please find attached the transgender brief as requested. It has been cleared by Emily. Apologies for the delay, I have been out of the office since Friday lunchtime and presumed someone else would have sent it through to you.

Please let me know if you require any further details.

Thank you

Kind regards

Cheryl Pryce
Deputy Director
Diversity Directorate
People Strategy and Culture
Department of Defence

HI Cheryl
Looks good to me - cleared. Thanks for your work everyone.
E

27/07/2017
Hi Emily

Please find attached the final draft of the Transgender Brief prepared for HPC for your consideration and clearance. The final is due to Paul Spence by tomorrow.

Thank you.

Kind regards

Cheryl Pryce
Deputy Director
Diversity Directorate
People Strategy and Culture
Department of Defence
BP33-5-020 | Brindabella Business Park | PO Box 7909 | Canberra BC | ACT 2610
P: (02) 6127 2967

Hi Cheryl

As discussed

Cheers

Nikki Curtin
Director
Diversity Directorate
People Strategy Culture Branch
Department of Defence
BP33-5 | Brindabella Business Park | PO Box 7927 | Canberra BC | ACT 2610
M: Ph (02) 6127 2037 | E: nicole.curtin@defence.gov.au

Good morning Nikki

Please find attached the final draft Transgender brief for your clearance and onforwarding to Emily for approval. Amber and Ellen have both provided input. The brief is due to Paul Spence by tomorrow.

Thank you.

Kind regards
From: Curtin, Nicole MRS  
Sent: Wednesday, 10 June 2015 10:53  
To: Pryce, Cheryl MS  
Cc: Brentnall, Amber MS; Swavley, Ellen MRS  
[SEC=UNCLASSIFIED]  
Importance: High

UNCLASSIFIED

Hi Cheryl

Urgent brief required

Amber and Ellen and I provided some info to VCDF's office yesterday and Amber provided a QBT response.

Do you want to have a chat to Amber first about what should be included and then we can talk further

cheers

Nikki Curtin

Director
Diversity Directorate
People Strategy Culture Branch
Department of Defence

From: Spence, Paul MR 1  
Sent: Wednesday, 10 June 2015 10:04  
To: Curtin, Nicole MRS  
Cc: Brentnall, Amber MS; Swavley, Ellen MRS; Comfort, Sonia M/S; Greig, Justine MS; Weir, Ruth MAJ  
[SEC=UNCLASSIFIED]  
Importance: High

UNCLASSIFIED

Nikki,

I kindly seek your assistance in arranging a brief as per HPC's email below (template attached).

Is it possible to get this by the end of the week?

many thanks

Paul

x55094

From: Needham, Anthony AVM  
Sent: Wednesday, 10 June 2015 08:17  
To: Geering, John MR; Wilson, Emily MS; Spence, Paul MR 1  
Cc: Greig, Justine MS; Weir, Ruth MAJ  
[SEC=UNCLASSIFIED]  
Importance: High
UNCLASSIFIED

All,

In preparation for the hearing below - and noting that transgender came up at estimates and is in the news still. Could we get a brief on ADF transgender policy for the hearing next week please

Tony Needham
Air Vice-Marshal
Head People Capability
Defence People Group
Department of Defence

From: Spence, Paul MR 1
Sent: Tuesday, 9 June 2015 17:56
To: Needham, Anthony AVM; Mitchell, Stan MR
Cc: Weir, Ruth MAJ; Comfort, Sonia MISS
Importance: High

UNCLASSIFIED

Tony and Stan,

As per below, an additional DAR hearing is being held on 16 June, specifically to cover mental health and transition management (including Links programs).

DPG has been asked to provide witnesses.

For your consideration.

many thanks

Paul

x55094

From: Brittain, Jacqueline MS On Behalf Of Defence Parliamentary Business
Sent: Tuesday, 9 June 2015 16:53
To: VCDF Coord; Shortt, Craig COL; DPG Governance; Patterson, Joel MR; Follett, Gabrielle LTCOL
Cc: Defence Parliamentary Business; Jeffries, Mark MR 1; Crome, Philippa MS; Coxon, Theresa MRS; Dimond, Ewa MRS; Carew, Laura MS; Mayfield, Andrew COL; Jenkins, Audrey MRS

UNCLASSIFIED

Good afternoon OSCDF, VCDF, DPG coords,

An additional hearing for the Review of the Defence Annual report 2013-14 is being held:

DATE: Tuesday, 16 June 2015
TIME: 5.30 pm
VENUE: Committee Room 1R1, Parliament House, Canberra

The topics that Defence Health’s presence is required for arose from the public hearing conducted on Friday 5 June. These include Mental Health and PTSD issues, personnel transitioning from or leaving ADF (acute care versus routine), including availability and variability of support, link programs and Defence’s and DVA’s support role, and checks and balances for routine ongoing workplaces on transition from Defence. The questions were raised by Senator Deborah O’Neill.

I called CJHLTHs office this morning and it has been placed held in her diary.

Grateful if you could provide details of any other relevant Defence witnesses that can cover these topics. It is likely that a witness from DVA will attend as well. As soon as the Hansard from 5 June is released we will provide this to you for context.

Please return the completed Hansard witness form (attached) to Defence Parliamentary Business by COB Thursday 11 June. Please also respond with a nil return if there are no witnesses required from your area.

Thank you
From: Elkington, Joanna (REPS) [mailto:Joanna.Elkington.reps@aph.gov.au]
On Behalf Of Committee, JSCFADT (REPS)
Sent: Tuesday, 9 June 2015 16:21
To: Defence Parliamentary Business
Cc: Brittain, Jacqueline MS; Ashauer, Matthew MR

PARLIAMENT OF AUSTRALIA

JOINT STANDING COMMITTEE ON FOREIGN AFFAIRS, DEFENCE AND TRADE
DEFENCE SUB-COMMITTEE

DMPLS staff,

INVITATION TO PARTICIPATE IN A PUBLIC HEARING FOR THE REVIEW OF THE DEFENCE ANNUAL REPORT 2013-14

On behalf of the Defence Sub-Committee of the Australian Parliament’s Joint Standing Committee on Foreign Affairs, Defence and Trade (JSCFADT) I wish to extend an invitation for an appropriate Defence Health official or officials, to participate in a public hearing for the Defence Sub-Committee’s Review of the Defence Annual Report 2013-14. Details on the progress of the inquiry to date, including submissions received and the terms of reference, are available on the JSCFADT website. The topics that Defence Health’s presence is required for arose from the public hearing conducted on Friday 5 June. These include Mental Health and PTSD issues, personnel transitioning from or leaving ADF (acute care versus routine), including availability and variability of support, link programs and Defence’s and DVA’s support role, and checks and balances for routine ongoing workplaces on transition from Defence. The questions were raised by Senator Deborah O’Neill.

The details for the hearing are as follows:

DATE: Tuesday, 16 June 2015
TIME: 5.30 pm
VENUE: Committee Room 1R1, Parliament House, Canberra

On the day of the hearing, your representative/s will find parking available in the public car park beneath the public (northern) entrance to Parliament House. If the Defence members have their own Parliamentary Pass, they can make their way to the Committee Room. If not, upon arrival at the public entrance, I request that the representative/s report to the security desk in the main foyer. They may use one of the phones at the desk to call the Committee Secretariat (dial extension 2313) and inform us that they have arrived. A staff member will meet them in the foyer and escort them to the hearing room. We request that they arrive in the foyer no later than 5.15 pm. Alternatively, if they intend to arrive earlier at the hearing, it would be appreciated if they would make themselves known to the Secretariat staff in attendance.

At the commencement of the hearing the representative/s will be invited to state their names and the capacity in which they appear. They will then be invited to make opening remarks, which we suggest should be of no more than ten minutes’ duration. This will be followed by a period of questions from Sub-Committee members. They may request, before or at any time during the hearing, for any or all of their evidence to be heard in private session and the Sub-Committee will consider the request.

Please find attached a Hansard Witness form which we request be completed for each witness participating in the hearing. It would be appreciated if the form/s could be returned to the Committee Secretariat by close of business 12 June 2015.

If Defence intend to circulate any documents to Sub-Committee members at the hearing, or require additional equipment on the day, it would be appreciated if you could advise the Secretariat in advance. You would be welcome to email any documents to the Secretariat prior to the hearing.

As is usual practice of Parliamentary Committees, the hearing will be open to the public by means of a live audiocast. However, if witnesses object to the broadcasting of proceedings the Secretariat should be informed and the grounds for the objection provided prior to the hearing.
I also refer you to the following additional documents for Defence representative/s’ information:

- Notes for the guidance of witnesses appearing before Senate Committees
- Procedures to be observed by Senate Committees for the protection of witnesses

Further information on appearing as a witness at a public hearing can be found in Frequently asked questions for witnesses appearing before Senate committees at the following address:

www.aph.gov.au/About_Parliament/Senate/Committees/Frequently asked questions for witnesses appearing before Senate committees


Should you or the Defence representatives have any questions about the hearing they are most welcome to contact me on (02) 6277 4926 or by return email.

Yours sincerely,

Jo Elkington

Wing Commander Joanna Elkington
Defence Advisor to the Joint Standing Committee on Foreign Affairs, Defence and Trade (JSCFADT)
R-1-120 Parliament House | PO Box 6021, Canberra, ACT 2600 | T: 02 6277 4926 | M: | E: Joanna.Elkington.reps@aph.gov.au

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IMPORTANT: This email remains the property of the Department of Defence and is subject to the jurisdiction of section 70 of the Crimes Act 1914. If you have received this email in error, you are requested to contact the sender and delete the email.
BRIEF: ADF TRANSGENDER POLICY

Key Facts

- Defence supports diversity and inclusion and is committed to enhancing its work environment where all personnel are treated fairly and with respect.
- Management of gender dysphoria can be complex and gender reassignment surgery is not performed in all cases.
- There is no personnel management policy specifically for transgender people.
- Defence’s guide to ‘Understanding Transitioning Gender in the Workplace’ was developed to provide relevant personnel with a sensible and supportive approach to their management.
- Transgender status is a medical condition and as such, is covered by medical policy.
- The guiding principle for Defence when considering health care entitlements for military members at public expense is equity with what is provided by Medicare.
- Since November 2012 there have been 13 military members who have had treatment, including surgery for gender dysphoria, costing approximately $395,000.
- Since December 2012 there have been 15 breast enhancement procedures for military members, including for those with breast cancer, costing approximately $235,000.

Key Issues

- There has been recent media attention on transgender military members following Senator Jacqui Lambie’s questions during recent Senate Estimates hearings.
- Gender dysphoria does not necessarily preclude someone from military service and there may be military members who have joined after they have transitioned genders. Defence would not necessarily have visibility of such a military member as being a person who is transgender.
- Management of gender dysphoria can be complex and gender reassignment surgery is not performed in all cases.
• The guiding principle for Defence when considering health care entitlements for military members at public expense is equity with what is provided by Medicare. These guiding principles also apply in the management of gender dysphoria. Since November 2012, Defence has been able to access detailed information on health costs following the introduction of the ADF Health Services contract.

• Defence pays for some, but not all, aspects of the management of gender dysphoria, including surgery.

• Between November 2012 and April 2015, there are 13 military members identified who have had treatment, including surgery for gender dysphoria. Of the 13 members: the total cost of all treatment for gender dysphoria during this period, including surgery, was approximately $395,000. This does not include pharmaceuticals dispensed by Defence.

• Fifteen breast enhancement procedures were provided at Defence expense between Defence 2012 and April 2015. This includes procedures for military members who have had breast cancer, and it should not be assumed that all of the breast enhancements procedures were conducted as a result of gender reassignment. The cost of these procedures was approximately $235,000. Of the 15 procedures:

• There may be other military members who identify as transgender and who have privately sought treatment, others who have identified as transgender but are not undergoing any treatment, and yet others who have not yet vocalised their transgender status.

• Defence values the participation of all its members and will continue to provide an environment where all ADF members can contribute equally to capability.

• Defence’s guide to ‘Understanding Transitioning Gender in the Workplace’ has been developed to provide a sensible and supportive approach to the management of Defence people, whether military or APS, who intend to transition to another gender. Each Service will also have its own guidelines on specific matters such as uniforms.

• Defence has a duty of care to support all personnel and to ensure they have an equitable environment in which to succeed. Defence does not intend to identify any transgender members. They will be permitted to undertake their duties as any other personnel with appropriate levels of privacy and security.
BACKGROUND

Policy and Guidance

- In 1992, the Australian Defence Force (ADF) ended its prohibition on openly gay, lesbian and bisexual personnel serving in the military.
- In 2010, the Defence Instruction regarding the employment of transgender personnel in the ADF was cancelled.
- In 2013, Federal protections for LGBTI persons were introduced in the Sex Discrimination Act 1984 to provide protection from discrimination on the basis of attributes of sexual orientation, intersex status and gender identity. The Australian Government Guidelines on the Recognition of Sex and Gender were also published, aiming to bring a consistent approach to recording individuals' sex and/or gender in Government departments and agencies.
- Defence’s guide to ‘Understanding Transitioning Gender in the Workplace’ was developed to provide commanders and managers in Defence with the basis for a sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to the other.

Media / GPCAPT Cate McGregor

- On 9 June 2015, Ian McPhedran reported in the Herald Sun (Melbourne) that taxpayers were hit with a bill of $648,000 over 30 months for sex change and breast enhancement procedures for serving members of the ADF. According to Mr McPhedran “this included 13 cases of gender dysphoria (gender identity disorder) and 15 breast enhancements between November 2012 and April this year. The bill does not include pharmaceuticals issued by Defence.”
- Recent media attention around our transgender members has focussed on GPCAPT Cate McGregor. GPCAPT McGregor is frequently quoted, referred to, and shown. News Corp infers that GPCAPT McGregor has had gender reassignment and breast augmentation surgery at taxpayer expense. GPCAPT McGregor asserts that she did not request, nor will she request, Defence funded surgery for the treatment of gender dysphoria. The use of her name, picture and prior comments on separate matters is inappropriate, particularly considering the public perception and potential personal ramifications.

Workplace Support and Programs

- Defence is committed to having a diverse workforce and inclusive workplaces. Defence strives to make the most of the skills and talents of all personnel and aims to reap the capability benefits of having a diverse workforce through embracing and supporting all personnel, including LGBTI persons.
- A key objective is to position Defence as an employer of choice for LGBTI persons, and as an organisation that respects and supports the inclusion of sexuality and gender diverse persons.
- Elements of inherited institutionalised culture still linger within Defence and can cause LGBTI personnel to feel excluded or unwelcome in the workplace. However, Defence maintains its commitment to valuing and supporting the inclusion of LGBTI persons. Defence demonstrated this in 2013 by authorising volunteers to march in uniform in the Sydney Gay and Lesbian Mardi Gras.
- In order to better understand Defence’s demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the YourSay survey mechanism. The data being collected is not mandatory, however, it has assisted in framing questions within...
the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.

- We need to be careful, due to the small numbers, not to risk identifying individuals and details are gathered in accordance with the Privacy Act 1988 and other privacy related legislation.

- Work is underway to gather further knowledge of the LGBTI community within Defence to address their needs. This includes consistent engagement with peak bodies, other military organisations as well as supporting research into the history of LGBTI Military Service in Australia since 1945.

- Defence has a number of practices in place that enhance inclusiveness and provide additional support and networks for LGBTI members and employees, including:
  - Access to conditions of service regardless of sexual orientation or gender;
  - Defence became a foundation member of ‘Pride in Diversity’ in 2009 prior to it being officially launched in early 2010. ‘Pride in Diversity’ is Australia’s first and only not-for-profit workplace program designed specifically to assist Australian employers with the inclusion of lesbian, gay, bisexual, and transgender employees. Defence attends the ‘Pride and Diversity’ network meetings with other APS agencies; and
  - Encouragement of Defence workplaces to celebrate LGBTI focused days such as 'International Day Against Homophobia and Transphobia (IDAHOT)’ and ‘Wear it Purple’ day.

- Defence supports and works in close collaboration with the Australian Defence Force Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS).

- Sydney Gay and Lesbian Mardi Gras Parade: Defence authorises the ongoing voluntary participation of ADF members in uniform at the annual Parade. Defence’s participation in the Parade provides a strong statement of the commitment that Defence places on LGBTI inclusion. In 2015, the Warrant Officer – Navy, Regimental Sergeant Major – Army and the Warrant Officer – Air Force lead their respective Service in the Parade.

- Sydney Gay and Lesbian Mardi Gras Fair Day: Defence Force Recruiting occupies an information stall at Fair Day to promote the ADF as an employer of choice. Fair Day is a signature event of the Sydney Gay and Lesbian Mardi Gras celebrations.

- Defence participates in the annual Pride in Diversity awards which recognises individuals and organisations making significant achievements relating to LGBTI workplace inclusion practices.

- Australian Workplace Equality Index (AWEI) benchmark activity: AWEI is Australia’s definitive national benchmark on Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) workplace inclusion practices and initiatives. Participation in AWEI provides Defence with comprehensive feedback and benchmarking information regarding its LGBTI workplace inclusion practices.

- Defence was recognised as a Bronze level employer for its work on LGBTI workplace inclusion practices in 2014. In 2015 Defence participated again for the 2014 year and was recognised as a Silver level employer.

- Defence sponsored Pride in Diversity's Australian National Recruitment Guide in 2014. The Guide highlights organisations actively engaged in making workplaces inclusive of sexual and gender diversity and is distributed to universities, LGBTI student collectives, TAFEs, career advisory services and recruiters. Defence will be contributing to the 2015 Guide.

- LGBTI Employee Network: An information session was held in November 2014 to discuss the establishment of a Network to support LGBTI personnel. The network will undertake agreed objectives in support of LGBTI goals identified in the Defence Diversity and Inclusion Strategy.
2014 - 2017. There has been an overwhelming response both locally and regionally for membership to the network. Planning is currently underway to proceed with network arrangements.

- Defence LGBTI Champion: Defence established an LGBTI Champion in 2014 to act as a role model for visible change across Defence especially in relation to LGBTI inclusive practices.

- In March 2014, Chief of Navy formally appointed WO Stuart O’Brien as the inaugural Navy Strategic Advisor for Lesbian, Gay, Bi-Sexual, Transgender and Intersex (NSA LGBTI) issues. This significant appointment sends a strong signal of support to all Navy personnel and the broader community of Navy’s ongoing commitment to diversity and inclusion. The Strategic Advisor has provided input into Defence People Group initiatives on the update of the Defence transgender policy, proposed Defence census questions on LGBTI personnel and responded to international requests for policy and program best practice data.

- The Army LGBTI Strategy is under development. Nested within Defence’s Diversity and Inclusion Strategy 2014 – 2017, the Army LGBTI Strategy will aim to position Army as an employer of choice for LGBTI persons, and as an organisation that respects and supports the inclusion of sexuality and gender diverse persons. The effect of this initiative is to increase diversity in the workplace and foster an inclusive and respectful environment. A supporting element to this strategy was the development and success of the Army Pride pin.
Email Advice

Please task for some email advice about the launch of the Defence Pride Network and how this is different to DEFGLIS? What other like initiatives are planned to be launched as part of the diversity strategy eg CALD, Women, Indigenous?

Response:

The Defence Pride Network and how this is different to DEFGLIS

Diversity is broader than the labels of gender, age, language, ethnicity, cultural background, disability, sexual orientation and religious beliefs; it is a way of thinking and an approach to delivering the best results. Through diversity we gain the varied perspectives needed to tackle complex problems and develop innovative solutions. Recognising this, Defence is committed to creating an inclusive environment that values, respects and draws on the diverse backgrounds, experiences, knowledge and skills of our people.

Through the Diversity and Inclusion Strategy 2012-2017, Defence continues to work towards creating an inclusive workplace by driving long-term sustainable awareness and support structures across the diversity space. Diversity and inclusion in Defence is a critical capability issue. The Defence organisation in the 21st century must harness the broadest talents if Defence is to remain fully ready to defend Australia. In the competitive labour market for talent in Australia and with a globalised workplace, Defence can no longer rely on a workforce drawn from a narrow talent pool.

Defence has identified seven diversity priority areas: women; Indigenous Australians; people from culturally and linguistically diverse (CALD) backgrounds; people with disability; lesbian, gay, bisexual, transgender or intersex (LGBTI) persons; mature age and an intergenerational workforce; and, youth.

The Defence Pride Network (internal to Defence)

The establishment of the Defence Pride Network is a key opportunity for Defence to enhance workplace inclusivity. The network is one of many activities underway to increase Defence’s diversity and inclusivity. Defence strives to foster a culture of inclusion and providing for the opportunity to empower Defence people to bring their whole selves to work each day, regardless of sexual orientation, gender identity, gender expression, or intersex status.

The Defence Pride Network will provide support for LGBTI identifying or non-identifying personnel. The network is exclusively available to current serving Defence military members and APS employees. It will be a platform to:

- Provide links to resources;
- Start and support conversations through forums;
- Provide a calendar of events; and
- Communicate what’s new in LGBTI.

The Defence Pride Network will provide education to Defence LGBTI employees and their allies, through online and face-to-face activities so that individuals can share information and experiences in a safe and inclusive environment. The Defence Pride Network does not have an advocacy role.
There is minimal cost and resources associated with running employee networks such as the Defence Pride Network.

**The Defence Gay Lesbian Bisexual Information Service (external to Defence)**

The Defence Gay Lesbian Bisexual Information Service (DEFGLIS) is an existing community association that supports and represents Defence LGBTI personnel and their families by providing:

- Information to current Defence members, previous Defence employees and extended family;
- A forum that encourages full-time, part-time, reserve and former Defence LGBTI employees and their families to network and support one another.

DEFGLIS will often advocate for its members and their families.

The Defence Pride Network and DEFGLIS will collaborate to ensure there is a conduit that facilitates provision of direct and community-based LGBTI subject matter advice. As the Defence Pride Network is in its infancy, collaboration with DEFGLIS will assist in providing evidence-based information and best practice support for LGBTI Defence employees.

**Other Defence Diversity and Inclusion initiatives**
Dear [Redacted]

Thank you for your correspondence dated 25 August 2015 to the previous Minister for Defence, the Hon Kevin Andrews MP expressing your concerns regarding the celebration of diversity and days of significance within the Department of Defence.

In line with Defence's commitment to cultural reform, there are a number of annual events and campaigns that promote respect for personnel with diverse backgrounds. In this context the Defence leadership has made a considered decision to recognise various diversity related activities and acknowledges the significance of these events for all Defence personnel.

Defence recognises several corporate campaigns supporting a range of causes from a whole-of-Department perspective. These include various activities and events during 2015 which align with the priority groups indicated in the Defence Diversity and Inclusion Strategy 2012-2017. Participation in these events is purely on a voluntary basis.

Defence's employment of personnel from diverse backgrounds increases its capabilities and therefore its combat power. Through diversity Defence gains the additional skills and varied perspectives needed to conduct effective operations in the modern combat environment. Across our organisation, we are taking steps to ensure Defence better reflects the Australian community it serves so our organisation benefits from the talent of all Australians to ensure that Defence is an employer of choice for all Australians.

I trust this information will be of assistance to you.

Yours sincerely,

[Redacted]

Justine Greig
For Action: Chief of Staff, Office of the Assistant Minister for Defence
Copies to: Secretary, CDF, VCDF, FASMECC, DEPSEC DP, HPC, HPPC

Diversity groups in Defence

Purpose:
To provide a response to [redacted] who has expressed her concerns regarding the celebration of diversity and days of significance within the Department of Defence.

Key Points:
1. On 25 August 2015 [redacted] wrote to the Minister for Defence expressing her concerns regarding Defence’s support of diversity priority groups including celebration of days of significance, specifically those related to Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) people (Attachment A).
2. Defence acknowledges various diversity groups which align with the priority groups indicated in the Defence Diversity and Inclusion Strategy 2012-2017.
3. Diversity and inclusion are fundamental elements of modern Australia. In line with Defence’s commitment to cultural reform, there are a number of programs and measures that promote respect for personnel with diverse backgrounds and that accommodate the needs of different genders and cultural or religious groups.
4. On 22 April 2015, Secretary and Acting Vice Chief of the Defence Force released clear messaging as to which days of significance Defence would recognise, acknowledging the contribution made past and present for all personnel.
5. Defence recognises several corporate campaigns supporting a range of causes from a whole-of-Department perspective. These include various activities and events which are detailed in Attachment B. These events not only recognise those various diversity groups, but also seek to raise awareness of the population majority, who often have not had the benefit of exposure to some of these groups.
6. Events of significance are supported by messaging to facilitate increased understanding and access to further information. The need for the educative component is demonstrated in [redacted] request. For example, [redacted] states that the ‘decision for someone to choose to be L, G, B, T or I is not a healthy lifestyle choice’. This is not supported by the largest study carried out by NorthShore Research Institute into the existence of a so-called ‘gay gene’.
7. This research looked at 409 sets of gay brothers, including sets of twins and provides the strongest evidence yet that people are born gay. The extensive genetic analysis clearly links sexual orientation in men with two regions of the human genome that have been implicated before, on the X chromosome and one on chromosome 8.
8. Similar studies have revealed that genetic variation, hormones, and differences in brain functioning and brain structures provide evidence for the biological etiology of the symptoms associated with Gender Dysphoria. Gender Dysphoria is the formal diagnosis used by psychologists and physicians to describe people who experience significant dysphoria (discontent) with the sex and gender assigned at birth.

9. Furthermore, being positive towards LGBTI employees is the ultimate litmus test for an inclusive culture and takes the *Defence Diversity and Inclusion Strategy 2012-2017* to the next level by ensuring that our department is inclusive of all employees, regardless of race/ethnicity, gender, age, disability, religion, sexual orientation, gender identity or intersex status and that all activities will become business as usual.

10. The recognition of each diversity event and participation in awareness activities across Defence is entirely voluntary.

11. A response for [S47F] has been prepared. The draft response is at Attachment C for your signature.
Recommendation:

That you:

i. **Sign** the attached letter to [S4/F]
   
   Signed / Not Signed

<table>
<thead>
<tr>
<th>Approved By</th>
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<tbody>
<tr>
<td>Ellen Swavley</td>
<td>Acting Director General People Strategy and Culture</td>
</tr>
<tr>
<td>Phone: (02) 6127 2001</td>
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<tr>
<th><strong>Contact Officer:</strong></th>
<th></th>
<th><strong>Phone:</strong> (02) 6127 2997</th>
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<tr>
<td>Gail Johnson, Acting</td>
<td>Director Diversity</td>
<td></td>
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</table>

Robert McKellar

/ /

Comments / Supplementary tasking:
Resources:
12. N/A.

Consultation:
13. N/A.

Attachments:
A. Original Correspondence from [S47F]
B. Background information relating to corporate diversity events and campaigns.
C. Draft letter to [S47F]
BACKGROUND INFORMATION

Corporate Diversity Events and Campaigns

1. In line with Defence’s commitment to cultural reform, there are a number of annual events and campaigns that promote respect for personnel with diverse backgrounds. The Defence leadership decision to recognise various activities was made in this context and acknowledges the significance of these events for all Defence personnel.

2. Defence recognises several corporate campaigns supporting a range of causes from a whole-of-Department perspective. These include various activities and events during 2015 which are detailed below.

<table>
<thead>
<tr>
<th>Diversity Priority Group</th>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>People with Disability</td>
<td>Event Description</td>
<td>Date</td>
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<tr>
<td>-----------------------------------------------------------</td>
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<tr>
<td>Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) persons</td>
<td>Sydney Gay and Lesbian Mardi Gras</td>
<td>7 March 2015</td>
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<tr>
<td></td>
<td>International Day against Homophobia and Transphobia (IDAHOT)</td>
<td>17 May 2015</td>
</tr>
<tr>
<td></td>
<td>Wear it Purple Day</td>
<td>28 August 2015</td>
</tr>
</tbody>
</table>
Dear [Name]

Thank you for your correspondence dated 25 August 2015 to the previous Minister for Defence, the Hon Kevin Andrews MP expressing your concerns regarding the celebration of diversity and days of significance within the Department of Defence.

In line with Defence’s commitment to cultural reform, there are a number of annual events and campaigns that promote respect for personnel with diverse backgrounds. In this context the Defence leadership has made a considered decision to recognise various diversity related activities and acknowledges the significance of these events for all Defence personnel.

Defence recognises several corporate campaigns supporting a range of causes from a whole-of-Department perspective. These include various activities and events during 2015 which align with the priority groups indicated in the Defence Diversity and Inclusion Strategy 2012-2017. Participation in these events is purely on a voluntary basis.

Defence’s employment of personnel from diverse backgrounds increases its capabilities and therefore its combat power. Through diversity Defence gains the additional skills and varied perspectives needed to conduct effective operations in the modern combat environment. Across our organisation, we are taking steps to ensure Defence better reflects the Australian community it serves so our organisation benefits from the talent of all Australians to ensure that Defence is an employer of choice for all Australians.

I trust this information will be of assistance to you

Yours sincerely,

Justine Greig

[Redacted]
POST ACTIVITY REPORT - PERSPECTIVES ON TRANSGENDER MILITARY SERVICE FROM AROUND THE GLOBE - 21 OCT 14

References
A. https://www.aclu.org/perspectives-transgender-military-service-around-globe
B. RAAF Transitioning Gender Handbook

Attended by
MAJ Donna Harding
SQNLDR Catherine Humphries
SQNLDR Vince Chong

1. SQNLDR Humphries and MAJ Harding are post transition women and contributed their personal experiences transitioning in Defence and supporting other personnel who are undergoing gender transitioning to the conference. SQNLDR Chong represented Diversity Directorate to provide insight into diversity and inclusive policy for transgender people in the ADF and his experiences providing support to LGBTI people of the ADF.

Background

2. The aim of the conference was to gather experiential evidence from transgender service members from countries that allow open transgender service to answer the question “Would it be possible for transgender personnel to serve in the US military”. Australia is one of 18 countries that allow transgender members to serve.¹ This academic conference was co-hosted by the Palm Center at the University of San Francisco, and the American Civil Liberties Union in Washington DC. Travel costs for attendees were substantially funded by the Palm Center, with the exception of meals, incidentals, ground transportation and a component of airfares.

3. Service chiefs provided approval for attendees to represent their services at the conference. LTCOL Phillip Hills from ADS(W) attended at the request of O/VCDF given that VCDF could not attend.

4. Other participants were from the Swedish Defence Force, the Royal Air Force, the Royal Canadian Air Force, the Royal New Zealand Air Force, the Israeli Defence Force, the US military, and international academics attended and contributed to the conference. There was a very strong media interest and presence.

Key Themes Communicated During the Conference

5. MAJ Harding was a panelists for the session “Foreign Military Experiences: Transgender Troops Tell Their Stories”. Her presentation included these key themes:
   a. The aim of transitioning is to relieve the dysphoria and the disabling symptoms gender dysphoria (GD) produces.
   b. The cost of treatment is cheap when compared lifetime costs to the person and ADF if GD is not treated.

c. The aim of treatment is to relieve the dysphoria and not to change men into women and vice versa.
d. That being able to serve openly and authentically had substantial positive impacts on her performance and effectiveness – an experience shared by many others.
e. That the Defence LGBTI Information Service (DEFGlis) Realisation – Realignment – Resolution (R³) model for awareness and promoting understanding of responsibilities associated with gender transition provides a common framework applicable to all military forces. Annex A provides additional detail about this model.

6. SQNLDR Humphries was a panelist for the session ”Deployment in Austere Conditions: Stories from Combat Zones”. Her presentation included these key themes:
   a. The living conditions and ablutions for a member who has transitioned are no different than those required by any other male or female in an austere, deployed environment.
   b. Following successful transition a member is just as capable as any other member in their ability to perform their job. Capability is not eroded, it is in fact increased as a member no longer suffers the adverse effects of hiding their true gender identity.
   c. Similar to any member who is to be deployed, a member who has transitioned must satisfy exactly the same requirements for physical fitness and suitability for the job.
   d. The requirement to take medication in the deployed environment cause no impediment to the member or the system, noting that many members deploy while taking a variety of different medications.

7. SQNLDR Chong was a panelist for the session “Lessons Learned and Best Practices”. His presentation included these key themes:
   a. While transgender support is often a component of broader support for LGBTI people, it is vital to have specific transgender role models to provide representation, advice and support.
   b. Military forces should strive to achieve an appropriate balance between policy, passive guidance, active innovative education and leadership to achieve successful transgender inclusion. Sufficient policy allows leaders to focus attention on individual needs of members and the workplace and not administrative minutia. Defence is working to identify an implement an appropriate balance of these techniques meet culture and organisational objectives.

8. The director of the Palm Centre Professor Aaron Belkin established that the parameters for the meeting were to gather evidence from experience in an academic fashion and specifically disallowed political commentary. Attendees provided no views about any US policy during the conference. Separate media interviews were not conducted.

9. International participants recognized the RAAF Handbook on Gender transition was as being the most comprehensive guide available for military forces and civil services.
Media Results

10. Mainstream media reporting of the conference internationally has been positive. Quotes from attendees are consistent with ADF values, and the ADF Diversity and Inclusion Strategy. Examples of positive reports include:


Recommendations

11. It is recommended that DPG:

a. **endorse** the establishment of ongoing dialogue with the UK, New Zealand, Canada, and Sweden to seek their policy documents associated with gender transition and collaborate to develop best-practice recommendations for ADF policy. These countries have well developed policies that are likely to contain material that could be adapted to economise efforts to accomplish the Defence Diversity and Inclusion Strategy 2012-2017.

b. **note** that these countries are in the process of reviewing their policies. The submission from DEFGLIS in 2013, to the Diversity Directorate, in response to a call for comment to proposed changes to Understanding Gender Transition in the Workplace brought on by the changes to the Sex Discrimination Act, is a well developed document. This document builds on the extant guidance, the RAAF Handbook and the experiences of the affected population.

c. **endorse** the development of an update to Defence guidance incorporating applicable elements from the RAAF guide on gender transition and lessons learned from personnel who have transitioned in each service to provide improved guidance for the whole of Defence.

d. **note** that JHC is developing a Health Directive (HD) on GD and Transition. This needs to harmonise with any administrative policy guidance developed. This is particularly important as the medical, social and administrative components of successful gender transition, are mutually supporting.

e. **endorse** the development of Defence policy for administrative aspects of gender transition to ensure the articulation of procedures to reduce potential administrative errors and to ensure legislative compliance with changes to the Sex Discrimination Act introduced in 2013 across the whole of Defence.

f. **endorse** the continued establishment of a Defence Pride Network that is capable of providing peer-support, peer-mentoring and role models for transgender persons in Defence.
Conclusion

12. The prospect of gender transition is daunting to both the member involved and the chain of command. Equity, good leadership and a policy framework makes the process less daunting and helps the member transition as expeditiously as possible. Further engagement with the Palm Center and international partners on policies surrounding gender transition would be advantageous to Defence.

Annex
A. Defence LGBTI Information Service (DEFGLIS) Realisation – Realignment – Resolution ($R^3$) model
Defence LGBTI Information Service (DEFGLIS) Realisation – Realignment – Resolution (R³) model

DEFGLIS has developed the R³ model to help commanders and managers understand what their personnel will be going through during gender transition. The following three broad phases provides a framework which can be used to understand workplace impacts and responsibilities with respect to a member’s transition. The framework is useful for developing policy, planning and guidance for the member undergoing transition, colleagues of a member undergoing transition, and commanders and managers of personnel undergoing transition.

The broad phases of transition include:

a. **Realisation** – member questions their gender identity, and realizes that they can no longer cope with their current gender status and gender identity. Member seeks professional assistance from medical or psychology, which typically includes an assessment for gender dysphoria.

b. **Realignment** – member takes action to address their gender dysphoria. It is important to recognize that realignment is very different for each individual person, and not all people undergo the following components of realignment. There broad components of realignment include:

   (1) **Medical.** Medical realignment includes treatments for dysphoria, which may include hormone therapy and other medical interventions,

   (2) **Social.** Social realignment is where the member lives in their affirmed gender at home and in the workplace. This is where the chain of command plays a vital role in providing leadership, creating a safe environment and inclusive culture to strengthen their team and assure a successful transition.

   (3) **Surgical.** Surgical realignment involves procedures to align a person’s body with their affirmed gender identity.

c. **Resolution** – The dysphoria is relieved and a member no longer requires active intervention. A person is operationally ready for deployment and is capable of self-managing any ongoing medical requirements. There may be a requirement for occasional medical monitoring and maintenance medication, which is typically hormone therapy.
ADF Participation in Mardi Gras

The role of parade commander for the Australian Defence Force contingent in the Sydney Mardi Gras parade is paramount and provides visible commitment from our very senior leaders to the ongoing support and inclusive commitment to Defence’s LGBTI community.

The Sydney Mardi Gras is an opportunity for LGBTI members of the Australian Defence Force to demonstrate pride in the Service and to role model inclusive behaviour.
The Defence Lesbian, Gay, Bisexual, Transgender and Intersex Information Service (DEFGLIS) is an association that supports and represents Australian Defence Force Lesbian, Gay, Bisexual, Transgender and Intersex personnel and their families. DEFGLIS’s role in Australian Defence Force personnel marching in the Sydney Mardi Gras is just one example of this support.
BRIEF 1.9: DIVERSITY
BACKGROUND

- The Defence Diversity and Inclusion Strategy 2012-2017 outlines Defence’s plan for building a more diverse and inclusive workplace, with a particular focus on:
  - Lesbian, gay bisexual, transgender and intersex (LGBTI) persons;

- Key Defence Diversity Initiatives
Lesbian, gay, bisexual, transgender and intersex (LGBTI) persons

- On 5 September 2015, the Defence Pride Network was launched to provide support for LGBTI identifying or non-identifying allied personnel.
- Defence is a foundation member of ‘Pride in Diversity’ – Australia’s first and only not-for-profit workplace program designed specifically to assist Australian employers with the inclusion of LGBTI employees.
- Defence recently submitted to the Pride in Diversity 2016 Australian Workplace Equality Index (AWEI) benchmark activity. The AWEI provides Defence an objective assessment of its LGBTI workplace inclusion practices. In 2015, Defence and the AFP were awarded silver medals as the joint top public sector employer for LGBTI people. In May 2016, the AWEI award winners will be announced and Defence will attend this event.
- Defence is in the process of implementing the 2013 Australian Government Guidelines of the Recognition of Sex and Gender to ensure the personal information it collects and stores is accurate, current, and inclusive of transgender, gender non-binary and intersex individuals.
- Defence’s guide to Understanding Transitioning Gender in the Workplace provides commanders and managers with practical support to the management of Defence
people, whether military or civilian, who intend to transition from one gender to another. The guide is currently being updated.

- Defence supports and works closely with the Australian Defence Force Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS) – a community association that supports and provides information to Defence members – in developing and reviewing policies and programs to improve inclusiveness.

- Defence’s annual participation in the Sydney Gay and Lesbian Mardi Gras provides a strong statement of Defence’s commitment to LGBTI inclusion.

- Defence has one LGBTI Champion in the senior leadership group; more champions will be identified throughout 2016.
Diversity data and trends as at 1 April 2016

The diversity of the Defence population, including permanent ADF members, ongoing and non-ongoing APS employees, is provided below. Lesbian, gay, bisexual, transgender and intersex (LGBTI) data is not recorded in the Defence HR system. Through the Defence YourSay survey mechanism, Defence has begun collecting information about LGBTI representation. However, answering these questions is not mandatory in the survey. Defence has also included questions on sexual orientation, intersex and transgender status in the 2015 Defence Census. The results of these surveys are not yet available.
BRIEF 1.11 : ADF TRANSGENDER POLICY

Key Facts

- Defence supports diversity and inclusion and is committed to establishing a work environment where all personnel are treated fairly and with respect.
- Transgender members can join and/or continue to serve in the ADF.
- There is no personnel management policy specifically for transgender people.
- Defence’s guide to Supporting Transitioning Gender in the Workplace provides commanders and managers with a sensible and supportive approach to the management of people transitioning gender.

Key Issues

- Defence is committed to a diverse, inclusive, fair and safe work environment for current and prospective personnel. As part of this commitment, Defence continues to provide support to transgender individuals who are transitioning in the workplace.

- Defence does not intend to identify any transgender members. They will be permitted to undertake their duties as any other personnel with appropriate levels of privacy and security.
Joint Health Command provides a separate Senate Estimates Brief on Gender Reassignment, including information about gender dysphoria and its medical management.

**AUTHORISED BY:**
Justine Greig  
First Assistant Secretary People Policy and Culture  
Date: 20 December 2016

**CONTACT OFFICER:**
Rowena Bain  
Assistant Secretary Culture and People Development  
19 December 2016
BACKGROUND

- Due to the small numbers of transgender personnel, Defence seeks to mitigate the risk of identifying individuals and their details are gathered in accordance with the *Privacy Act 1988* and other privacy-related legislation.

- In order to better understand Defence’s demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the YourSay survey mechanism. The data being collected is not mandatory; however, it has assisted in framing questions within the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.
## BRIEF: ADF TRANSGENDER POLICY

### Key Facts

<table>
<thead>
<tr>
<th>Defence supports diversity and inclusion and is committed to establishing a work environment where all personnel are treated fairly and with respect.</th>
<th>Defence’s guide to <em>Understanding Transitioning Gender in the Workplace</em> was developed to provide relevant personnel with a sensible and supportive approach to their management.</th>
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<td>There is no personnel management policy specifically for transgender people.</td>
<td>Medical management of gender dysphoria is guided by Defence health policy.</td>
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### Key Issues

- Defence’s guide to *Understanding Transitioning Gender in the Workplace* has been developed to provide a sensible and supportive approach to the management of Defence people, whether military or APS, who intend to transition to another gender. Each Service is developing its own guidelines on specific matters, such as uniforms, that impact on transgender personnel.

- Defence has a duty of care to support all personnel. Defence does not intend to identify any transgender members. They will be permitted to undertake their duties as any other personnel with appropriate levels of privacy and security.

- Gender dysphoria does not necessarily preclude someone from military service, and there may be ADF members who have joined after they have transitioned genders. Defence would not necessarily have visibility of these members.

- Specific details of gender dysphoria and its medical management is contained in a separate Senate Estimates Brief on Gender Reassignment (Personnel 14) by Joint Health Command.
AUTHORISED BY:
Rebecca Skinner
Deputy Secretary Defence People
Date: 16 October 2015

CONSULTED WITH:
CJHLTH

CONTACT OFFICER:
Ellen Swavley
Acting Assistant Secretary Culture and People Development
Date: 16 October 2015
BACKGROUND

Policy and Guidance

- In 1992, the ADF ended its prohibition on openly gay, lesbian and bisexual personnel serving in the military.
- In 2010, the Defence Instruction regarding the employment of transgender personnel in the ADF was cancelled.
- In 2013, Federal protections for Lesbian, Gay, Bisexual, Transgender and Intersex (LGBTI) persons were introduced in the *Sex Discrimination Act 1984* to provide protection from discrimination on the basis of attributes of sexual orientation, intersex status and gender identity. The Australian Government Guidelines on the Recognition of Sex and Gender were also published, aiming to bring about a consistent approach to recording individuals' sex and/or gender in Government departments and agencies.
- Defence’s guide to *Understanding Transitioning Gender in the Workplace* was developed to provide commanders and managers in Defence with the basis for a sensible and supportive approach to the management of Defence people, whether military or civilian, who intend to transition from one gender to another.

Workplace Support and Programs

- Elements of inherited institutionalised culture still linger within Defence and can cause LGBTI personnel to feel excluded or unwelcome in the workplace. However, Defence maintains its commitment to valuing and supporting the inclusion of LGBTI persons. Defence demonstrated this in 2013 by authorising volunteers to march in uniform in the Sydney Gay and Lesbian Mardi Gras, a practice that continues.
- In order to better understand Defence’s demographic make-up in relation to members who identify as LGBTI, Defence has begun collecting data through the YourSay survey mechanism. The data being collected is not mandatory; however, it has assisted in framing questions within the Defence Census. At this stage, participants are asked questions referring to sexual orientation and whether they are intersex or identify as transgender.
- Due to the small numbers of transgender personnel, Defence seeks to mitigate the risk of identifying individuals and their details are gathered in accordance with the *Privacy Act 1988* and other privacy-related legislation.
- Work is underway to gather further knowledge of the LGBTI community within Defence to address their needs. This includes consistent engagement with peak bodies and other military organisations, as well as supporting research into the history of LGBTI Military Service in Australia since 1945.
- Defence has a number of practices in place that enhance inclusiveness and provide additional support and networks for LGBTI members and employees, including:
  - Access to conditions of service regardless of sexual orientation or gender;
  - Encouragement of Defence workplaces to celebrate LGBTI focused days such as 'International Day Against Homophobia and Transphobia’ and ‘Wear it Purple’ Day;
  - Continued Defence participation in the annual Sydney Gay and Lesbian Mardi Gras Parade; and
  - The establishment of the Defence Pride Network in September 2015. The aim of the Network is to encourage information sharing, raise awareness and provide a safe place...
for Defence LGBTI members and their allies to seek support and work together to build a more inclusive workplace.

- Defence works closely with the Defence Gay, Lesbian, Bisexual, Transgender and Intersex Information Service (DEFGLIS), a community association that supports and represents Defence LGBTI personnel and their families.
Steve,

Please task for a response that addresses the points raised by Steve. The covering advice should provide details of what 'days' of recognition/importance are acknowledged by Defence and the reasons/benefits for doing so.

For COS AMINDEF signature.

Jo

Ms Jo Hanrahan
Adviser Personnel
The Hon Stuart Robert MP | Assistant Minister for Defence
☎ Ph: 02 6277 7730 | Mob | MG-61 Parliament House
Jo.Hanrahan@defence.gov.au

Steve

Does this sit with your office?

M

Maureen Greet | Senior Departmental Liaison Officer
Office of the Minister for Defence
T 02 6277 6191 | M Suite M1.19 | Parliament House | Canberra ACT 2600

From: wordpress@defence-ministers.govspace.gov.au [mailto:wordpress@defence-ministers.govspace.gov.au] On Behalf Of govspace.gov.au
Sent: Tuesday, 25 August 2015 14:33
To: Minister for Defence
Subject: Defence Minister Contact
Defence Minister Contact

Minister Contact

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**Subject of message:** LGBTI Awareness in Defence

**Views or Feedback:**

I think that there are too many "awareness" groups that Defence is accommodating and people tend to turn off to the numerous numbers of these groups wanting to promote their cause (many are just). I particularly disagree with Defence's support of LGBTI awareness, Gay Mardi Gras parades, Wear it Purple day. I would like to know who decides what Defence supports and what it does not. I am a part time defence member and I know there have been awareness groups that have been mentioned at our unit meetings and we have be told that Defence is supporting such and such a cause. However many do not support some of the causes and are wondering why it is that they are being told that they support it. It concerns me because I wonder if eventually that Defence members then will be made to attend awareness sessions that they as individuals do not support. My personal convictions are that there is right and wrong, there are moral values that are good and some bad and I endeavour to live to a higher law. Defence's values are one's that I respect and adhere to. I value the contribution of every individual not because of their race, religious beliefs or social standing but because everyone is a person of value. Who decides what is right or wrong, good or bad? Do I as a Defence member have the liberty to publicly say that I do not support LGBTI as a life style choice, that I
believe the decision for someone to choose to be L, G, B, T or I is morally wrong and statistically is not a healthy life style choice. I would never say this publicly because of the fear of being singled out and called a "hater" or "...phobic". I wonder how many other defence members think the same way?

File attachment:

Username:

This email was built and sent using Visual Form Builder Pro.
Department of Defence

DEFGRAM 331/2015

Issue Date: 10 August 2015
Expiry Date: 13 November 2015

WEAR IT PURPLE DAY – FRIDAY 28 AUGUST 2015

1. Wear it Purple is a youth-led organisation that exists to support and empower rainbow (i.e. sexuality and gender diverse) young people. Founded in 2010, the day has grown into a world-wide celebration of diversity and pride.

2. Wear it Purple has a simple message: you have the right to be proud of whom you are!

3. To celebrate Wear it Purple Day, Defence People Group, in collaboration with Pride in Diversity will be hosting four Lesbian Gay Bisexual Transgender and Intersex (LGBTI) awareness sessions, on Thursday 27 August 2015.

4. These awareness sessions will provide an understanding of why LGBTI workplace inclusion is so important, explain the differences between sex, gender identity, gender expression and orientation, outline some of the unique challenges faced by LGBTI employees and provide an understanding of the role that individuals play in creating a more inclusive culture.

5. Attendance at the session will be on a first come, first served basis and held at the following venues:

   a. Alastair Swayne Theatre, Brindabella Business Park, Building 33-35:
      
      (1) 0930-1030hrs and 1100-1200hrs

   b. R1 Theatre, Russell Offices:
      
      (1) 1330-1430 and 1500-1600hrs

6. For those that are unable to attend the awareness sessions, you are encouraged to show your support by wearing something purple on the day, hosting a morning tea with purple-iced cake, placing official Wear it Purple celebratory artwork/posters (available from www.wearitpurple.org) around the office area or inviting a LGBTI employee to speak in your workplace.

7. While some may think it superficial to wear purple or to have purple themed morning teas, that simple act may indicate to someone in your work area who is unsure, that it’s OK to be themselves.
8. For further information and access to the posters, visit the Wear it Purple website at www.wearitpurple.org or contact the Diversity Directorate at diversitypolicyandprograms@defence.gov.au.

Emily Wilson
Acting Assistant Secretary
People Strategy and Culture
Defence People Group

Contact Officer: Melissa Hennessy
Diversity Officer
Telephone: 02 6127 2962
Email: melissa.hennessy@defence.gov.au
WEAR IT PURPLE DAY – FRIDAY 26 AUGUST 2016

1. Wear it Purple is a youth-led organisation that exists to support and empower rainbow (i.e. sexuality and gender diverse) young people. Founded in 2010, the day has grown into a world-wide celebration of diversity and pride; the main message on wear it purple day: you have a right to be proud of your individuality!

2. You are encouraged to show your support by wearing something purple on the day, hosting a morning tea with purple-iced cake, placing official Wear it Purple celebratory artwork/posters (available from www.wearitpurple.org) around the office area or inviting someone who identifies as Lesbian, Gay, Bisexual, Transgender or Intersex to share their reflections.

3. While some may think it superficial to wear purple or to have purple themed morning teas, that simple act may indicate to someone in your work area who is unsure, that it’s OK to be themselves.

4. Defence People Group is seeking your photos from celebrations hosted on the day. Please send any pictures that you would like to share to diversitypolicyandprograms@defence.gov.au.

5. For further information and access to the posters, visit the Wear it Purple website at www.wearitpurple.org or contact the Diversity Directorate at diversitypolicyandprograms@defence.gov.au.

Nikki Curtin
Acting Assistant Secretary Culture and People Development
Defence People Group

Contact Officer: Melissa Hennessy
Diversity Officer
Telephone: 02 6127 2958
Email: melissa.hennessy@defence.gov.au
WEAR IT PURPLE DAY – FRIDAY 25 AUGUST 2017

1. Attracting and retaining people that represent the Australian population in its diversity ensures that we are getting the best talent that Australia can provide. Building a workforce comprised of teams that are diverse in background and experience will help to ensure broader thinking in the development of policy, capability options and in our conduct of operations.

2. Defence strives to make the most of the skills and talents of all people and aims to reap the capability benefits of having a diverse workforce through embracing and supporting all people, including lesbian, gay, bisexual, transgender and intersex (LGBTI) people.

3. Defence encourages all workplaces to celebrate LGBTI focused events and on Friday 25 August 2017 will celebrate Wear it Purple Day.

4. Wear it Purple Day is a show of support and empowerment for sexuality and gender diverse young people. Wear it Purple Day encourages all people to explore diversity, promote respect for one another and a sense of belonging.

5. In celebration of Wear it Purple Day 2017, People Group, in collaboration with the Defence Pride Network and Pride in Diversity, will be hosting a morning tea event at the Alastair Swayne Theatre, Building 33-35, Brindabella Business Park, Canberra, between 10:15am–12.00pm on Friday 25 August 2017.

6. Join us for a fun, interactive and engaging morning where you will hear from Defence’s LGBTI Champions VADM Ray Griggs, Vice Chief of the Defence Force and Richard Oliver, First Assistance Secretary People Services.

7. You will learn about why LGBTI workplace inclusion is so important to Defence and how you can support it, with a session from the specialists at Pride in Diversity.

8. This event will also be the ideal opportunity to showcase the new-look Defence Pride Network. Defence Pride was established in 2015 to provide support for LGBTI identifying people and their allies. Defence Pride aims to foster a culture of inclusion and respect and empower Defence people to bring their whole selves to work regardless of their sexual orientation, sex or gender identity.

9. Defence Pride has been re-designed with the intent of creating a more active network for identifying people and their allies to connect, share ideas and influence LGBTI inclusivity across the Department.

10. All Defence staff are welcome to attend, however RSVPs are essential. Please email defence.pride@defence.gov.au by close of business on Monday 21 August 2017 to secure your place.
11. For those that are unable to attend this special event, you are encouraged to show your support by wearing something purple on the day, hosting a morning tea with a purple-iced cake and/or placing official Wear it Purple celebratory artwork/posters in your workplace (available from the Wear it Purple website\(^1\)).

12. For Australian Defence Force members, we encourage you to seek clearance from your chain of command to wear purple on the day and show your support for your LGBTI colleagues. Wearing purple or holding a purple themed morning tea, is a simple act that may indicate to someone in your work area who is unsure, that it’s OK to be themselves.

13. For further information visit the Wear it Purple website at or email diversitypolicyandprograms@defence.gov.au.

Rowena Bain  
Assistant Secretary Culture and People Development  
Defence People Group

Contact Officer: Brenna Whitnall  
Diversity Officer  
Telephone: 02 6127 3104  
Email: breanna.whitnall@defence.gov.au

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\(^1\) http://www.wearitpurple.org/
Hi Sir,

are you aware of this and has it been tasked to you in DPAWS?

There appears to be a due date back to OCJHLTH by 20 Jan 16.

Yours Aye

Jim

Major James Mackland
Staff Officer Grade 1 - Health Operations and Overseas Health
Directorate of Garrison Health Operations
Joint Health Command
CP3-7-162

PO Box 7911
CANBERRA BC ACT 2610

Tel: +61 2 6266 3821
Mobile: 522
BlackBerry 522
JHC GHO Duty Mobile 522
Fax: +61 2 6266 3933
Email: james.mackland@defence.gov.au

Hi Deb,

MINDEF has agreed to just provide one response and as such MC16-000003 can be closed off. The first key point and the opening paragraph in the letter of MC15-04446 will now need to reference both pieces of correspondence. It may be easiest if you claim the task back from BRIG Brennan (if he hasn’t looked at it yet) and make the changes now, otherwise you will need to make the adjustments when it has been returned to you.

Key point:
On 15 December 2015, emailed the Minister for Defence regarding Defence paying for Australian Defence Force members to undergo sex change operations and cosmetic surgery (Attachment A). On 16 December 2015, wrote to the Prime Minister regarding the same
Letter:
Thank you for your emails of 15 and 16 December 2015 to the Minister for Defence, Senator the Hon Marise Payne, and the Prime Minister, the Hon Malcolm Turnbull MP, regarding Defence paying for Australian Defence Force members to undergo sex change operations and cosmetic surgery. As this matter falls within my portfolio responsibilities, your correspondence has been passed to me for response.

Hope this helps and give me a ring if there's any confusion.

Cheers,

*Michaela Walsh*
Ministerial Liaison Officer
Head Joint Enablers
R1-2-C070
Russell Offices

Ph: 02 6265 7044
Email: michaela.walsh@defence.gov.au

IMPORTANT: This email remains the property of the Department of Defence and is subject to the jurisdiction of section 70 of the Crimes Act 1914. If you have received this email in error, you are requested to contact the sender and delete the email.
Assistant Minister for Defence – For action
Through: [REDACTED]
Copies to: Secretary, VCDF, CDF.

REFERRAL FROM PM&C C15-133721 - QUERY ABOUT DEFENCE FUNDING FOR SEX CHANGE OPERATIONS AND COSMETIC SURGERY

Critical Date: 10 FEB 2016
Reason: Routine

Recommendations:
   Noted / Please discuss
2. That you note the scope of health care provided is based on equity with the Medical Benefits Schedule (Medicare). Cosmetic surgery is not covered by this schedule.
   Noted / Please discuss
3. That you sign the attached letter to [REDACTED]
   Signed / Not signed

Assistant Minister for Defence

Key Points:
2. [REDACTED] considers that the funding of such procedures is a waste of Defence resources and that individuals should be responsible for funding their lifestyle choices.
3. Defence provides comprehensive health care to Australian Defence Force (ADF) members to prevent or treat clinical conditions in order to maintain their medical fitness to perform their duties. The range of services provided is consistent with those subsidised through Medicare for the general Australian population. In exceptional circumstances, additional treatments or services may be provided where clinically or operationally required, and this is assessed on a case by case basis.
4. Gender dysphoria is a recognised condition and treatment may include gender reassignment surgery.
5. Defence does not fund purely cosmetic procedures. ADF members may self fund cosmetic procedures.

AVM T.L. Smart
CWHLTH/SGADF
VCDF Group
Telephone: 02 6266 3919
20 January 2016

Contact officer: BRIG Leonard Brennan
Contact officer phone: 02 6266 3044
Sensitivity:
No.

Financial Impacts:
N/A

Summary of Attachments: Original correspondence from
A – Original correspondence from dated 15 December 2015.
B – Original correspondence from dated 16 December 2015.
C – Draft letter to

Background:

6. The legal authority for the provision of health care to ADF members is Defence Force Regulations 1952, Regulation 58E Medical and dental treatment. This states, inter alia, that "The Commonwealth must arrange for the provision of medical and dental treatment that is necessary to keep a member fit for the performance of the member’s duties".

7. Internal Defence policy is articulated in Defence Instruction (General) Personnel 16-1 – Health care of Australian Defence Force personnel, which directs the application of this regulation within Defence. It states that "Equity with Medicare under the provisions of the Health Insurance Act 1973 underpins the basic entitlement to the range of medical services provided to members of the Permanent Forces. Usually the range of, and ease of access to, health care provided to such members will exceed that available through the public health care system because of the requirement to meet and maintain operational readiness." This gives Defence some discretion in providing additional health services that are not usually publically funded where they are required to meet and maintain operational readiness.

8. In the ADF, gender dysphoria is managed in accordance with the same principles underlying the provision of health care for any other clinical condition. Surgery may be an essential component of this management. Surgical procedures that meet Medical Benefit Schedule (MBS) clinical indication requirements are provided to ADF members. Any gender realignment surgery (including chest, breast, genital and other) that does not meet MBS clinical indication requirements is not funded by Defence. This includes any surgery that is for cosmetic reasons.

Consultation:
No.
Newsome, Steve MR

From: S47F
Sent: Tuesday, 15 December 2015 7:06 PM
To: Minister for Defence
Subject: sex change

Minister

Why is the Dept of Defence paying for sex change operations and breast reduction surgery for members of the ADF. Surely it is the responsibility of the individual rather than the Dept to fund their life style choices.

I find it difficult to believe that Myer, for example, would pay for the these choices by their staff. As an ex serviceman I am appalled at this waste of money when the Dept needs every penny it can get at a time when budget cuts are threatened.

S47F
RE: Paid for sex change operations in the ADF

Mr Turnbull
When you worked for the Macquarie Bank would you have paid for any of the staff to have a sex change operation, breast enhancement or would it have been the responsibility of the employee?
If it would have been the responsibility of the employee, would you please explain why precious dollars from the Defence Budget are waisted on this type of operations in the ADF or sending transgender people to conferences overseas. Whilst I don't want to be rude, but would the Dept of Defence pay for penile implants for males?
whilst I have no idea how much these operations cost or their frequency, surely the Dept can find better uses for the precious defence dollar.
Finally I would like to wish yourself and your family a very merry Christmas and a New Year of good health and sound Government and success in the forthcoming election.
Thank you for your emails of 15 and 16 December 2015 to the Minister for Defence, Senator the Hon Marise Payne, and the Prime Minister, the Hon Malcolm Turnbull, MP, about the Department of Defence funding sex-change operations and cosmetic surgery undergone by Australian Defence Force (ADF) personnel. As this matter falls within my portfolio responsibilities, your correspondence has been passed to me for response. I apologise for the delay in responding.

Defence provides comprehensive health care to ADF personnel to prevent or treat clinical conditions and ensure they are medically fit to perform their duties. I can assure you the range of services provided is consistent with those subsidised through Medicare for the general Australian population. However, in exceptional circumstances, additional treatments or services may be provided where required. I am advised that this is assessed on a case-by-case basis.

Gender dysphoria is a recognised condition, which Defence manages in accordance with international best practice guidelines. Gender reassignment surgery is provided where it is necessary to treat this medical condition and not purely for cosmetic reasons.

I trust this information clarifies the matter for you.

Yours sincerely,

DARREN CHESTER

17 FEB 2016
Dear VCDF JHC DC

(SB16-000151) with subject Gender Reassignment and due date Friday, 15 April 2016 has been assigned to you by Leonard Brennan (DEPTOfficer).

The following processing instructions are appended for your information:

- 160413 - Updated brief, explanation for decreased costs estimate is in the background. LBB 160412 Good afternoon sir, I have updated this brief based on advice from Tonia's team. They have reported a decrease in the costs attributed to gender reassignment due to ongoing refinement of their analysis. I have noted this in the background. 160322 Good afternoon Nicole. Please update the SEB and return to CJHLTH for Clearance nlt midday 12 Apr 16. Kind regards Deb Please update the Senate Estimates brief on the subject issue. Previous VCDF cleared briefs have been attached if applicable. Language and formatting should not be changed unnecessarily; only update dates, figures or developments as appropriate. Please ensure the template is adhered to. Previous QoS on this issue over the last 12 months should be listed - the response is not required. Financial figures must be cleared by embedded VCDF CFO staff. Yellow highlighting is not required, the clearance date at the bottom of the page should read as an example 04 Dec 15 (or date cleared by Two Star/Band 2) the version should be 0.1. All briefs need to be cleared by your Command or Division Head and returned to OHJE by 15 April 2016. Thanks. Karen

Please access your DPAWS Inbox to action this request.

Thank you

DPAWS Notification Service

Note: Please do not reply to this message.
Dear VCDF JHC DC

(MC15-004446) with subject **REFERRAL FROM PM& C C15-133721 - S47F - QUERY ABOUT DEFENCE FUNDING FOR SEX CHANGE OPERATIONS AND COSMETIC SURGERY** and due date **Monday, 25 January 2016** has been assigned to you by Karen Harriss (DC, DEPTOfficer, ExecutiveDelegate, GC, QualityController).

The following processing instructions are appended for your information:

- JHC - for your filing and closure - Thanks Karen 18/2/16 - AMINDEF (Chester) signed letter, returning in PM run. Thanks, Fleur 27 Jan 16 - Cath, for review pls. Thanks, Shane 25/1/16 - DLO AMINDEF - HC in 27/1 AM run. Tks Jax

Please access your [DPAWS Inbox](mailto:DPAWSinbox) to action this request.

Thank you

DPAWS Notification Service

Note: Please do not reply to this message.
Dear VCDF JHC DC

(SB17-000525) with subject Gender Reassignment and due date Tuesday, 2 May 2017 has been assigned to you by Steven Newsome (DC, DEPTOfficer, ExecutiveDelegate, GC, QualityController).

The following processing instructions are appended for your information:

- 170413 - Hi JHC, Please update the Senate Estimates brief on the subject issue. Previous VCDF cleared briefs have been attached if applicable. Language and formatting should not be changed unnecessarily; only update dates, figures or developments as appropriate. Please ensure the template is adhered to. Previous QoNs on this issue over the last 12 months should be listed - the response is not required. Financial figures must be cleared by embedded VCDF CFO staff. Yellow highlighting is not required, the clearance date at the bottom of the page should read as an example 04 Dec 16 (or date cleared by Two Star/Band 2) the version should be 0.1. All briefs need to be cleared by your Command or Division Head and returned to VCDF GC by Tuesday 2 May 2017. Thanks, Steve

Please access your DPAWS Inbox to action this request.

Thank you

DPAWS Notification Service

Note: Please do not reply to this message.
SENATE ESTIMATES BRIEF

GENDER REASSIGNMENT

Key Facts

- Defence funded treatment for gender dysphoria for 27 Australian Defence Force members from November 2012 to November 2016
- Of these, 17 members were referred for surgical treatment.
- Prior to implementation of the Medibank Health Solutions contract in November 2012, data was not captured in a centralised manner.

Key Issues

- Gender dysphoria is managed in accordance with current best practice clinical guidelines under the same principles as any other health condition.
- Health management of gender dysphoria is tailored to the individual and may include medication, psychotherapy and/or surgery.
- Surgery may be necessary to alleviate gender dysphoria, but is not required for gender reassignment.
- The scope of health care that Defence provides to its members is based on the Medical Benefits Schedule and Pharmaceutical Benefits Schedule.
- Defence funds procedures that are on the Medical Benefits Schedule and are clinically indicated. Purely cosmetic procedures are not funded.
- Prior to implementation of the Medibank Health Solutions contract in November 2012, data was not captured in a centralised manner that would enable interrogation of specific surgical procedures or other treatments provided.
- Recent improvements to this system provides further detail enabling broader capture of treatment of gender dysphoria other than surgical referrals.
- From November 2012 to November 2016, Defence funded treatment for gender dysphoria for 27 ADF members. Of these, 17 members had surgery as part of their treatment.

S47E(c)
Of the 17 ADF members who received surgery for gender dysphoria, 10 were male to female reassignments.

From November 2012 to July November 2016, the total cost of all treatment for gender dysphoria, including surgery, was approximately $943,542. This does not include pharmaceuticals dispensed by Defence.

CERTIFIED AND AUTHORISED
BY: I certify that this brief is accurate, current, unclassified and relevant.
Vice Admiral RJ Griggs
Vice Chief of the Defence Force
Date: February 2017

CONTACT OFFICER:
Air Vice-Marshalt TL Smart
Commander Joint Health
Date: 22 March 2017

CONSULTED WITH:
Dr Greg Coia, Research Leader Chem Bio Defence, DSTG
BACKGROUND

- Gender dysphoria is the discomfort or distress that is caused by a discrepancy between a person’s gender identity and that person’s sex assigned at birth. Realignment (reassignment) is the process of transformation to the desired gender. Gender reassignment surgery is part of the suite of treatment options that can be used to manage gender dysphoria but is not mandatory to achieve realignment, or to be recognised as the other gender.

- The term “transsexual” describes individuals who seek to change, or have changed, their primary and/or secondary sex characteristics through medical (hormones and/or surgery) interventions, typically accompanied by a permanent change in gender role.

- Defence members with gender dysphoria are managed in accordance with current best practice clinical guidelines regarding the health care needs of transsexual, transgender and gender nonconforming people. These clinical guidelines are detailed in the World Professional Association for Transgender Health Standards of Care.

- Formal policy guidance for Defence health practitioners was published on 13 April 2015; in Health Directive 234 Medical management of gender dysphoria and gender realignment in Defence members. The policy was moved, unchanged to the Defence Health Manual, Volume 2, Part 9, Chapter 13 on 09 December 2016.

- Treatment of gender dysphoria may include none, one or a combination of hormone therapy, surgery and/or psychotherapy. Treatment is tailored to the individual.

- In the ADF, gender dysphoria, gender realignment and affirmation surgery is managed in accordance with the same principles underlying the provision of health care for any other clinical condition.

- Surgery may be an essential component to alleviate gender dysphoria, but is not required for gender realignment.

- Surgical procedures that meet Medical Benefit Schedule clinical indication requirements will be provided to Defence members. Any gender realignment surgery (including chest, breast, genital and other) that does not meet Medical Benefits Schedule clinical indication requirements will not be funded by Defence. This includes any surgery that is for cosmetic reasons.
Dear VCDF JHC DC

(SB16-000842) with subject Gender Reassignment and due date Friday, 27 January 2017 has been assigned to you by Steven Newsome (DC, DEPT Officer, Executive Delegate, GC, Quality Controller).

The following processing instructions are appended for your information:

- 161212 - Hi JHC, Please update the Senate Estimates brief on the subject issue. Previous VCDF cleared briefs have been attached if applicable. Language and formatting should not be changed unnecessarily; only update dates, figures or developments as appropriate. Please ensure the template is adhered to. Previous QoNs on this issue over the last 12 months should be listed - the response is not required. Financial figures must be cleared by embedded VCDF CFO staff. Yellow highlighting is not required, the clearance date at the bottom of the page should read as an example 04 Dec 15 (or date cleared by Two Star/Band 2) the version should be 0.1. All briefs need to be cleared by your Command or Division Head and returned to VCDF GC by 27 Jan 2017. Thanks, Steve

Please access your DPAWS Inbox to action this request.

Thank you

DPAWS Notification Service

Note: Please do not reply to this message.
Dear VCDF JHC DC

(SB16-000151) with subject Gender Reassignment and due date Friday, 15 April 2016 has been assigned to you by Leonard Brennan (DEPTOfficer).

The following processing instructions are appended for your information:

- 160413 - Updated brief, explanation for decreased costs estimate is in the background. LBB 160412 Good afternoon sir, I have updated this brief based on advice from Tonia's team. They have reported a decrease in the costs attributed to gender reassignment due to ongoing refinement of their analysis. I have noted this in the background. 160322 Good afternoon Nicole. Please update the SEB and return to CJHLTH for Clearance alt midday 12 Apr 16. Kind regards Deb Please update the Senate Estimates brief on the subject issue. Previous VCDF cleared briefs have been attached if applicable. Language and formatting should not be changed unnecessarily; only update dates, figures or developments as appropriate. Please ensure the template is adhered to. Previous QoNs on this issue over the last 12 months should be listed - the response is not required. Financial figures must be cleared by embedded VCDF CFO staff. Yellow highlighting is not required, the clearance date at the bottom of the page should read as an example 04 Dec 15 (or date cleared by Two Star/Band 2) the version should be 0.1. All briefs need to be cleared by your Command or Division Head and returned to OHJE by 15 April 2016. Thanks. Karen

Please access your DPAWS Inbox to action this request.

Thank you

DPAWS Notification Service

Note: Please do not reply to this message.
GENDER REASSIGNMENT

Key Facts

- Defence funded treatment for gender dysphoria for 13 Australian Defence Force members from November 2012 to January 2016
- Of these, 11 members had surgery as part of their treatment.
- Prior to implementation of the Medibank Health Solutions contract in November 2012, data was not captured in a centralised manner that would enable interrogation of specific surgical procedures or other treatments provided.

Key Issues

- The scope of health care that Defence provides to its members is based on the Medical Benefits Schedule (MBS) and Pharmaceutical Benefits Schedule (PBS).
- Gender dysphoria is managed in accordance with current best practice clinical guidelines under the same principles as any other health condition.
- Health management of gender dysphoria is tailored to the individual and may include medication, psychotherapy and/or surgery.
- Surgery may be necessary to alleviate gender dysphoria, but is not required for gender reassignment.
- Defence funds procedures that are on the MBS and are clinically indicated. Purely cosmetic procedures are not funded.
- Prior to implementation of the Medibank Health Solutions contract in November 2012, data was not captured in a centralised manner that would enable interrogation of specific surgical procedures or other treatments provided.

In the period November 2012 to August 2015, Defence funded treatment for gender dysphoria for 13 ADF members. Of these, 11 members had surgery as part of their treatment during that time.
• Of the 13 ADF members who received treatment for gender dysphoria,
• For the period November 2012 to January, the total cost of all treatment for gender dysphoria, including surgery, was approximately $339,000. This does not include pharmaceuticals dispensed by Defence.

AUTHORISED BY:
AVM T.L. Smart
Commander Joint Health
Date: 12 April 2016

CONTACT OFFICER:
AVM T.L. Smart
Commander Joint Health
Date: 12 April 2016

CONSULTED WITH:
NA
BACKGROUND

- Gender dysphoria is the discomfort or distress that is caused by a discrepancy between a person’s gender identity and that person’s sex assigned at birth. Realignment (reassignment) is the process of transformation to the desired gender. Gender reassignment surgery is part of the suite of treatment options that can be used to manage gender dysphoria but is not mandatory to achieve realignment, or to be recognised as the other gender.

- The term “transsexual” describes individuals who seek to change, or have changed, their primary and/or secondary sex characteristics through medical (hormones and/or surgery) interventions, typically accompanied by a permanent change in gender role.

- Defence members with gender dysphoria are managed in accordance with current best practice clinical guidelines regarding the health care needs of transsexual, transgender and gender nonconforming people. These clinical guidelines are detailed in the World Professional Association for Transgender Health Standards of Care.

- Formal policy guidance for Defence health practitioners was published on 13 April 2015; in Health Directive 234 *Medical management of gender dysphoria and gender realignment in Defence members*.

- Treatment of gender dysphoria may include none, one or a combination of hormone therapy, surgery and/or psychotherapy. Treatment is tailored to the individual.

- In the ADF, gender dysphoria, gender realignment and affirmation surgery is managed in accordance with the same principles underlying the provision of health care for any other clinical condition.

- Surgery may be an essential component to alleviate gender dysphoria, but is not required for gender realignment.

- Surgical procedures that meet Medical Benefit Schedule (MBS) clinical indication requirements will be provided to Defence members. Any gender realignment surgery (including chest, breast, genital and other) that does not meet MBS clinical indication requirements will not be funded by Defence. This includes any surgery that is for cosmetic reasons.

- The cost estimate has been reduced from the previously reported figure due to increasingly robust analysis of the costs specifically associated with the management of gender dysphoria versus costs that can be attributed to other health care.
For-Official-Use-Only

Hello Coord team,

JHC have updated the Senate Estimates Brief on Gender Reassignment (SB16-000151) to ensure the number and costs were accurate (last figures Jan 16). While the number of members who have had gender dysphoria treatment has not changed (13) the total cost of healthcare has increased from $339,000 to $456,889.

Changes are tracked and highlighted. Can you please ensure VCDF has the most up-to-date copy in his place.

Regards,
Robyn
Robyn Tatlnell
SQNLDR
Staff Officer to Commander Joint Health
Joint Health Command
CP2-7-137

Tel: 02 6266 2768
Mob: S22

IMPORTANT: This email remains the property of the Department of Defence and is subject to the jurisdiction of section 70 of the Crimes Act 1914. If you have received this email in error, you are requested to contact the sender and delete the email.
SENATE ESTIMATES BRIEF

GENDER REASSIGNMENT

Key Facts

- Defence funded treatment for gender dysphoria for 13 Australian Defence Force members from November 2012 to March 2016
- Of these, 11 members had surgery as part of their treatment.
- Prior to implementation of the Medibank Health Solutions contract in November 2012, data was not captured in a centralised manner that would enable interrogation of specific surgical procedures or other treatments provided.

Key Issues

- The scope of health care that Defence provides to its members is based on the Medical Benefits Schedule (MBS) and Pharmaceutical Benefits Schedule (PBS).
- Gender dysphoria is managed in accordance with current best practice clinical guidelines under the same principles as any other health condition.
- Health management of gender dysphoria is tailored to the individual and may include medication, psychotherapy and/or surgery.
- Surgery may be necessary to alleviate gender dysphoria, but is not required for gender reassignment.
- Defence funds procedures that are on the MBS and are clinically indicated. Purely cosmetic procedures are not funded.
- Prior to implementation of the Medibank Health Solutions contract in November 2012, data was not captured in a centralised manner that would enable interrogation of specific surgical procedures or other treatments provided.

In the period November 2012 to March 2016, Defence funded treatment for gender dysphoria for 13 ADF members. Of these, 11 members had surgery as part of their treatment during that time.
- Of the 13 ADF members who received treatment for gender dysphoria,

- For the period November 2012 to March 2016, the total cost of all treatment for gender dysphoria, including surgery, was approximately $456,889. This does not include pharmaceuticals dispensed by Defence.

AUTHORISED BY:
AVM T.L. Smart
Commander Joint Health
Date: 4 May 2016

CONTACT OFFICER:
AVM T.L. Smart
Commander Joint Health
Date: 4 May 2016

CONSULTED WITH:
NA
BACKGROUND

- Gender dysphoria is the discomfort or distress that is caused by a discrepancy between a person’s gender identity and that person’s sex assigned at birth. Realignment (reassignment) is the process of transformation to the desired gender. Gender reassignment surgery is part of the suite of treatment options that can be used to manage gender dysphoria but is not mandatory to achieve realignment, or to be recognised as the other gender.

- The term “transsexual” describes individuals who seek to change, or have changed, their primary and/or secondary sex characteristics through medical (hormones and/or surgery) interventions, typically accompanied by a permanent change in gender role.

- Defence members with gender dysphoria are managed in accordance with current best practice clinical guidelines regarding the health care needs of transsexual, transgender and gender nonconforming people. These clinical guidelines are detailed in the World Professional Association for Transgender Health Standards of Care.

- Formal policy guidance for Defence health practitioners was published on 13 April 2015; in Health Directive 234 Medical management of gender dysphoria and gender realignment in Defence members.

- Treatment of gender dysphoria may include none, one or a combination of hormone therapy, surgery and/or psychotherapy. Treatment is tailored to the individual.

- In the ADF, gender dysphoria, gender realignment and affirmation surgery is managed in accordance with the same principles underlying the provision of health care for any other clinical condition.

- Surgery may be an essential component to alleviate gender dysphoria, but is not required for gender realignment.

Surgical procedures that meet Medical Benefit Schedule (MBS) clinical indication requirements will be provided to Defence members. Any gender realignment surgery (including chest, breast, genital and other) that does not meet MBS clinical indication requirements will not be funded by Defence. This includes any surgery that is for cosmetic reasons.
Dear VCDF JHC DC

(SB16-000442) with subject Gender Reassignment and due date Friday, 21 October 2016 has been assigned to you by Haley Ison (DC, DEPTOfficer, ExecutiveDelegate, GC, QualityController).

The following processing instructions are appended for your information:

- Please update the Senate Estimates brief on the subject issue. Previous VCDF cleared briefs have been attached if applicable. Language and formatting should not be changed unnecessarily; only update dates, figures or developments as appropriate. Please ensure the template is adhered to. Previous QoNs on this issue over the last 12 months should be listed - the response is not required. Financial figures must be cleared by embedded CFO-VCDF staff. Yellow highlighting is not required, the clearance date at the bottom of the page should read as an example 16 Aug 16 (or date cleared by 2-Star/Band 2) the version should be 0.1. All briefs need to be cleared by your Commander or Division Head and returned to OJJE by 06 Sep 16.

Please access your DPAWS Inbox to action this request.

Thank you

DPAWS Notification Service

Note: Please do not reply to this message.
SENATE ESTIMATES BRIEF

Category Number (i.e. Operations 1)
Secretary’s and CDF’s pack

BRIEF (i.e. Operations 1): GENDER REASSIGNMENT

Key Facts

- Defence funded treatment for gender dysphoria for 24 Australian Defence Force members from November 2012 to July 2016
- Of these, 13 members were referred for surgical treatment.
- Prior to implementation of the Medibank Health Solutions contract in November 2012, data was not captured in a centralised manner that would enable capture of this data.
- Recent improvements to this system provides further detail enabling broader capture of treatment of gender dysphoria other than surgical referrals.

Key Issues

- Gender dysphoria is managed in accordance with current best practice clinical guidelines under the same principles as any other health condition.
- Health management of gender dysphoria is tailored to the individual and may include medication, psychotherapy and/or surgery.
- Surgery may be necessary to alleviate gender dysphoria, but is not required for gender reassignment.
- The scope of health care that Defence provides to its members is based on the Medical Benefits Schedule (MBS) and Pharmaceutical Benefits Schedule (PBS).
- Defence funds procedures that are on the MBS and are clinically indicated. Purely cosmetic procedures are not funded.
- Prior to implementation of the Medibank Health Solutions contract in November 2012, data was not captured in a centralised manner that would enable interrogation of specific surgical procedures or other treatments provided.
Recent improvements to this system provides further detail enabling broader capture of treatment of gender dysphoria other than surgical referrals. This has resulted in an increase in the number of members being identified as having received treatment for gender dysphoria since the last report in March 2016.

In the period November 2012 to July 2016, Defence funded treatment for gender dysphoria for 24 ADF members. Of these, 13 members had surgery as part of their treatment.

Of the 13 ADF members who received surgery for gender dysphoria,

For the period November 2012 to July 2016, the total cost of all treatment for gender dysphoria, including surgery, was approximately $662,266. This does not include pharmaceuticals dispensed by Defence.

AUTHORISED BY:
VADM R Griggs
Vice Chief of Defence Force
Date: September 2016

CONTACT OFFICER:
AVM T.L Smart
CJHLTH/SGADF
Date: 2 September 2016

CONSULTED WITH:
NA
BACKGROUND

- Gender dysphoria is the discomfort or distress that is caused by a discrepancy between a person’s gender identity and that person’s sex assigned at birth. Realignment (reassignment) is the process of transformation to the desired gender. Gender reassignment surgery is part of the suite of treatment options that can be used to manage gender dysphoria but is not mandatory to achieve realignment, or to be recognised as the other gender.

- The term “transsexual” describes individuals who seek to change, or have changed, their primary and/or secondary sex characteristics through medical (hormones and/or surgery) interventions, typically accompanied by a permanent change in gender role.

- Defence members with gender dysphoria are managed in accordance with current best practice clinical guidelines regarding the health care needs of transsexual, transgender and gender nonconforming people. These clinical guidelines are detailed in the World Professional Association for Transgender Health Standards of Care.

- Formal policy guidance for Defence health practitioners was published on 13 April 2015; in Health Directive 234 Medical management of gender dysphoria and gender realignment in Defence members.

- Treatment of gender dysphoria may include none, one or a combination of hormone therapy, surgery and/or psychotherapy. Treatment is tailored to the individual.

- In the ADF, gender dysphoria, gender realignment and affirmation surgery is managed in accordance with the same principles underlying the provision of health care for any other clinical condition.

- Surgery may be an essential component to alleviate gender dysphoria, but is not required for gender realignment.

- Surgical procedures that meet Medical Benefit Schedule (MBS) clinical indication requirements will be provided to Defence members. Any gender realignment surgery (including chest, breast, genital and other) that does not meet MBS clinical indication requirements will not be funded by Defence. This includes any surgery that is for cosmetic reasons.
OFFICE OF DEPUTY CHIEF OF NAVY
CORRESPONDENCE DISTRIBUTION SHEET

SUBJECT: 1253 - 151130 - Decision Brief for HNPTAR - Second Round Consultation - Recommendations from the IGADF Own Motion Review into the ADF’s Equity and Diversity Program

RESPONSE REQUIRED BY DCN OFFICE NLT:

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<td>While equity and diversity policy requires review, it is not the equity and diversity policy or definitions but the manner in which the policy has been applied in some circumstances that needs to be addressed, particularly in regard to training and education. That practical steps be taken to improve the implementation of diversity and inclusion policies through improved training and education programs that cover cultural and linguistic diversity as well as women, Indigenous people and LGBTI groups.</td>
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</table>
SENATE ESTIMATES BRIEF

DIVERSITY AND INCLUSION IN NAVY

Key facts

- Navy gender and demographic diversity has increased across all groups (LGBTI).
- Navy has established a Diversity and Inclusion Council to guide efforts.

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<tr>
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** LGBTI refers to Lesbian, Gay, Bisexual, Transgender and Intersex members.

Background
THE DEFENCE LESBIAN GAY BISEXUAL TRANSGENDER INTERSEX EMPLOYEE NETWORK

TERMS OF REFERENCE
Navy
**OFFICE OF DEPUTY CHIEF OF NAVY**

**CORRESPONDENCE DISTRIBUTION SHEET**

DCN/IN/2015/1145

Please Reference DCN Number in any Response

**SUBJECT:** 1145 - 151029 - RAN Noting Brief - Item 197 - Gender Transition and the Implications for Shared Living and Accommodation

**RESPONSE REQUIRED BY DCN OFFICE NLT:**

**ORIGINATOR ID**

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**DOCUMENT TRACKING NUMBER:** DCN/IN/2015/1145
RAN NOTING BRIEF – ITEM 197 – GENDER TRANSITION AND THE IMPLICATIONS FOR SHARED LIVING AND ACCOMMODATION

Purpose

- This noting brief provides a formal response to the USN request for information on Navy/ADF policy on personnel undergoing gender transition and the implications on shared living and accommodation arrangement, notably on ships and shared barracks accommodation.

Background/Information

- Following RADM van Balen, RAN discussion with [47F] at the most recent SWPSG talks, a request for information (RFI) was received on transgender accommodation and messing.

- There is currently no single overarching policy which covers transitioning gender and accommodation in the Navy or the Australian Defence Force (ADF). However, guidance is provided in the Defence publication: *Understanding Transitioning Gender in the Workplace Guide (2011)* and the *Air Force Diversity Handbook – Transitioning Gender in Air Force (2013)*.


- The aim of gender transition is to relieve the dysphoria. Medical and social interventions should be focused on relieving the dysphoria. Transitioning gender is an issue that has many touch points across personnel policies. These policies and other useful references and links are provided at Attachment A.

Issues/Challenges

- There are no significant issues or challenges related to accommodation and messing in the RAN for personnel undergoing gender transition. Personnel will not be posted to ships whilst transitioning and therefore messing issues are not a problem at sea.

- Ashore, most living areas have unisex bathrooms. There are very few female only or male only accommodation blocks. For those living in modern complexes, apartments are shared with the general rule being that Navy would not mix genders in the same apartment. Where rooms have an ensuite, the main bathroom remains an option for use. Locks are installed on all bedrooms. Where there is any concern, cases are managed individually.
• Once social realignment commences, the dress and bearing of the transitioning person will need to be aligned with their affirmed gender. At this point, the transitioning person must be permitted to use the ablution facilities appropriate to their affirmed gender if they so choose. A transitioning person may choose to use separate facilities such as an accessible toilet for disabled people. However, it will be discriminatory to insist that the transitioning person permanently use facilities for the disabled or facilities of their assigned gender.

• Should the situation arise where open communal same sex showers are the only showers available (i.e. field exercises or deployments), the transitioning person and their commander or manager should discuss and agree upon an appropriate arrangement to ensure the needs of all personnel are met. This situation would only apply prior to the transitioning person undergoing gender realignment surgery. People working within the same work environment as the transitioning person should be given the opportunity to discuss any concerns they may have with their commander or manager.

• The existing accommodation policy for broader Defence is currently owned by Defence Estate and Infrastructure and does not specifically discuss transgender issues or other diversity related issues. It is incumbent upon the Services to manage any issues on a case by case basis.

• Health Directive No. 234, Medical Management of Gender Dysphoria and Gender Realignment in Defence (2015) – Surgeon General, provides ADF policy guidance on the underlying conditions and medical treatment options for transitioning personnel. The section on Medical Employment Classification Implications (paragraphs 27 – 36) provides detail on deployment implications for personnel undergoing each therapy mode. This document is provided at Attachment B.

• According to this policy guidance, anyone undergoing gender realignment either through psychological counselling, hormone treatment, surgical treatment or a combination of each is likely to be non-deployable for a period of time to permit access to appropriate care and monitoring, stabilisation or hormone treatment and post operative recovery time. For those undergoing psychological counselling or management, the duration of non-deployability will be different in each case.

• Administratively, recognition of affirmed gender within the ADF occurs once the transitioning person has presented a medical certificate from a medical officer to their commander or manager stating the person's commencement of gender transition. This will allow the person to gain the support and assistance of their commander or manager throughout their forthcoming transition. On administrative recognition of their affirmed gender, the person should be addressed appropriate to their affirmed gender, and ADF members should be permitted to wear the uniform appropriate to their affirmed gender. However, the person's sex (as recorded in PMKeyS) can only be amended once the transitioning person presents a copy of their re-issued birth certificate showing the change of sex.
- Inclusive and compassionate leadership is also a critical factor in ensuring that personnel undergoing transition and their work colleagues are supported. Leaders must ensure that they educate themselves, communicate respectfully and set the right tone with the person and the team to ensure a smooth integration with minimal disruption. A lack of awareness and understanding can lead to unnecessary scaremongering.
  
  o Social realignment / transition is best achieved when the member is able to participate in all aspects of Service life, in their affirmed gender, with minimal restrictions being placed on their Service. The transition will be smoother for members in an inclusive workplace.
  
  o Social realignment is arguably the aspect into which the workplace has the most input. A calm and sensible approach to ablutions and accommodations needs to be taken. Negotiating with the member as to what accommodations and what ablution facilities they are comfortable using (particularly early in transition) will go a long way to avoiding any negative impacts. Most people in the early stages of transition are trying to be accepted and will not be seeking to alienate or offend their affirmed gender co-workers.

**Actions Taken**

- Due to the urgent nature of the RFI the following documents and references were immediately forwarded (via email) for dissemination to USN colleagues:
  
  o The Defence Guide to Understanding Transitioning Gender in the Workplace (2011);
  
  o Defence People Group Intranet content pertaining to Transitioning Gender;
  
  o Air Force Diversity Handbook – Transitioning Gender in Air Force (2015);
  
  o Australian Government Guidelines on the Recognition of Sex and Gender (2013);
  
  o Two points of contact (one academic and one US military) for extant research on issues of transgender service in the US military;
  
  o Research papers pertaining to the Australian and Canadian experience;
  
  o Useful references and links to supporting information.

- This topic has also been added a new item in the RFI section on the SWPSG Action Tracker to ensure progress and discussion is tracked going forward.

POC
This topic has also been added a new item in the RFI section on the SWPSG Action Tracker to ensure progress and discussion is tracked going forward.

POC

DCN's point of contact is Lcdr Jennifer Macklin RAN, Director, Diversity and Inclusion.

Physical Location

BP29-01-199
PO BOX 7980
CANBERRA ACT 2602

Tel: +61 2 6144 7237 or Email: jennifer.macklin@defence.gov.au

Attachments

A. References and Resources

Approved by: MH Miller
CDRE, RAN
DGNP

29 Oct 15
Contact Officer: Lcdr Jennifer Macklin Phone: +61 2 6144 7237

Release to the USN:

AUTHORISED / NOT AUTHORISED

M J Van Balen
RADM, RAN
DCN

30 Oct 15
REFERENCES AND RESOURCES

Guidance
- *Understanding Transitioning Gender in the Workplace*, Australian Department of Defence (2011)

Academic Paper

Policy References
The following policy documents provide further detail and guidance on issues relating to transitioning gender in the workplace:

- Defence Instruction (General) Administrative 08-1 – *Public Comment and Dissemination of Information by Defence Members*
- Defence Instruction (General) Administrative 32-2 – *Issue of Official Passports and Visas to Defence Personnel*
- Defence Instruction (General) Personnel 16-1 – *The Provision of Health Care to Defence Members*
- Defence Instruction (General) Personnel 16-15 – *Australian Defence Force Medical Employment Classification System*
- Defence Instruction (General) Personnel 31-8 – *Forfeiture, Restoration and replacement of decorations medals and war badges*
- Defence Instruction (General) Personnel 35-3 – *Management and Reporting of Unacceptable Behaviour*
- Defence Instruction (General) Personnel 36-2 – *Australian Defence Force Policy on Individual Readiness*
- Defence Instruction (General) Personnel 53-1 – *Recognition of Interdependent partnerships*.

Additional Resources and Links

- The Gender Centre [www.gendercentre.org.au](http://www.gendercentre.org.au)
- Diversity Council Australia [www.dca.org.au](http://www.dca.org.au)
- Gender Education and Advocacy [www.gender.org](http://www.gender.org)
- The National LGBTI Health Alliance [www.lgbt.health.org.au](http://www.lgbt.health.org.au)
Navy
Navy
Navy
- *HRC Transgender Visibility*
  [www.hrc.org/documents/transgender_visibility_guide](http://www.hrc.org/documents/transgender_visibility_guide)
<table>
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<th>ITEM</th>
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<th>PAPERS / VERBAL</th>
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<td>30 minutes</td>
<td>Kate Jenkins</td>
<td>Paper</td>
<td>Kate Jenkins to present key findings from the AHRC and ADF collaboration on the annual thematic issues report.</td>
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</tbody>
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Agenda Item 3: Issues Paper: Themes from Cultural Reform Collaboration

Executive Summary

“Taking the cultural temperature in combat brigades: Thematic findings from the Australian Human Rights Commission Collaboration for Cultural Reform”

By Kate Jenkins and Emilie Priday
Navy
Navy
Experiences of LGBTI members

Based on the consultations, respect and acceptance of LGBTI members appears quite high.

I’m gay, so it’s fine no issues whatsoever. My chain of command, my peer group [are] fully accepting.\textsuperscript{vii}

The last unit I was in, there was someone going through like a sex change thing, and realistically I think the reception was really quite good. There was a lot of people that just didn’t understand and didn’t get it, but they didn’t judge either.\textsuperscript{viii}

We’ve got to work together and gender-wise, we’ve trained transgender soldiers. I’d have ten of them because they’re brilliant soldiers.\textsuperscript{ix}

However, some members did note that gay men may struggle to fit in particularly in the hyper-masculine areas of Army, such as Infantry. There was also limited understanding of the issues for intersex and transgender members among some members.
Navy
Navy
LGBTI Guide

COMMAND INTENT

BRIG Cheryl Pearce, CMDT ADFA 2017

The Australian Defence Force Academy (ADFA) is Australia’s premier military officer training academy, providing high quality ab initio military education and training to junior Trainee Officers (TOs) to be future leaders in the Australian Defence Force.

Being a military professional in the 21st century requires a breadth of skills and knowledge that was unimagined by military leaders of the past. Future leaders will be required to make ethically based military decisions guided by an appreciation of the capability and strength that diversity brings to the future fighting force and understand how to harness this asset in the people they lead.

To meet the challenge of leadership and military professionalism in an increasingly uncertain world, the learning environment and culture at ADFA must be an inclusive and diverse workplace where the TOs can develop the character values for their military mastery.

It is my Command intent to ensure that the military staff charged with developing future leaders for the ADF are provided with the knowledge and skills required to manage, train and support an increasingly diverse TO cohort. Diversity and inclusion is part of ADFA’s culture and this guide will provide a valuable resource to staff in managing TOs throughout their time at the Academy.

The main purpose of this guide is to provide general information to staff so they are better informed when making decisions regarding TOs at ADFA. The addition of this guide to the staff tool box will allow consideration of all perspectives in the training and management of TOs.
INTRODUCTION

Background

Personnel who identify as LGBTI have proudly served within the ADF throughout its history, despite many legal and social challenges. Today, the ADF recognises that we can “enhance Defence capability through diversity and inclusive practice” (Defence Diversity and Inclusion Strategy 2012-2017).

Purpose

This guide has been produced in order to provide information to ADFA staff about issues pertaining to the management of LGBTI Trainee Officers (TOs) within the ADFA OTC environment. It draws on the principles of diversity and inclusion and recognises the importance of comprehensive education to enable staff to effectively understand and manage LGBTI TOs.

Scope

- Provision of definitions regarding key concepts to ensure that staff have access to factual explanations when managing TOs
- An overview of the current ADF policy
- The role of staff in the implementation of relevant policy
- Guidance for managing and supporting TOs with issues that may relate to their LGBTI identities
- Provision of practical support strategies to assist in interactions with LGBTI TOs including common shortfalls
- The internal and external support services available to staff if they have any concerns relating to the management of LGBTI TOs.
<table>
<thead>
<tr>
<th>Definition</th>
<th>Description</th>
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<tbody>
<tr>
<td>Ally</td>
<td>A person outside the LGBTI spectrum who actively supports the community.</td>
</tr>
<tr>
<td>Androgynous</td>
<td>Describes possessing expressive qualities (normally relating to appearance) which are traditionally associated with both, neither, or in-between masculine and feminine.</td>
</tr>
<tr>
<td>Asexual/aromantic</td>
<td>Not experiencing sexual/romantic attraction respectively. An individual may be both, only one, or neither. Some individuals who experience only a little attraction or very rarely may also identify on the asexual/aromantic spectrums.</td>
</tr>
<tr>
<td>Assigned sex</td>
<td>Refers to the chromosomal, gonadal, and anatomical characteristics associated with biological sex as determined by a doctor at birth.</td>
</tr>
<tr>
<td>Bisexual</td>
<td>Being attracted to two (or sometimes more) genders.</td>
</tr>
<tr>
<td>Cisgender</td>
<td>A term used to describe a person for whom their gender identity matches the social expectations for their assigned sex; opposite of transgender.</td>
</tr>
<tr>
<td>Dysphoria</td>
<td>The disjunction between a transgender individual’s assigned sex and gender identity can lead to significant distress, known as dysphoria. Whilst different ways between individual, it is normally a combination of both social dysphoria (wherein the person is distressed by the social norms and expectations placed on them that reflect their assigned sex, not gender identity), and physical dysphoria (wherein the person is distressed by the physical characteristics of their body which do not align with their gender identity).</td>
</tr>
<tr>
<td>Gay</td>
<td>Describes a person attracted to people of the same gender, often used to describe a man attracted to other men (also: homosexual).</td>
</tr>
<tr>
<td>Gender expression</td>
<td>Refers to the ways that people demonstrate gender identity externally, and normally through a combination of typically masculine, feminine and androgynous traits. It can include clothing, hair styles, make-up choices, preferred pronouns (he/she/they/etc), mannerisms and speech where applicable.</td>
</tr>
<tr>
<td>Gender identity</td>
<td>This is the gender-related identity of a person, as it may relate to appearance, mannerisms, personality or other gender-related characteristics of a person. Individuals may identify as a man, woman, or another gender identity within the non-binary spectrum.</td>
</tr>
<tr>
<td>Genderqueer</td>
<td>Describes people who identify as outside the gender binary. See also: Non-binary.</td>
</tr>
<tr>
<td>Intersex</td>
<td>A simple term for a broad range of physical characteristics that lie between the typical categories of male or female regarding sex; i.e. hormonal, chromosomal or anatomical features that are sexually atypical.</td>
</tr>
<tr>
<td>Lesbian</td>
<td>A woman who is attracted to other women (also: gay, homosexual).</td>
</tr>
<tr>
<td>Misgendering</td>
<td>Describing or addressing someone using personal pronouns or language that does not match a person’s gender identity. Misgendering can have a significant effect on transgender individuals as it is often an expression of a lack of understanding or acceptance of that person’s identity.</td>
</tr>
<tr>
<td>Non-binary</td>
<td>A term used to describe people who identify outside the binary structures of male and female. Similar to transgender, it is an umbrella term used to describe people whose gender identity differs from their assigned sex AND that of the “opposite” sex.</td>
</tr>
<tr>
<td><strong>Norms</strong></td>
<td>A set of behaviours or experiences that society deems typical or expected. LGBTI identifying individuals may defy norms of sexuality and/or gender norms.</td>
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<tr>
<td><strong>Pansexual</strong></td>
<td>Being capable of attracted to individuals based on their qualities, regardless of genders.</td>
</tr>
<tr>
<td><strong>Queer</strong></td>
<td>An ‘umbrella term’ used to describe an individual who feels that their sexuality or gender identity does not conform to society’s norm. It was originally used as a slur against the LGBTI community, and as such it is normally only used and reclaimed by individuals to describe themselves or their communities as queer.</td>
</tr>
<tr>
<td><strong>Questioning</strong></td>
<td>Being unsure of your sexuality or gender identity.</td>
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<tr>
<td><strong>Sexual orientation</strong></td>
<td>Refers to the emotional and physical attraction an individual feels towards other people of the same and/or different genders.</td>
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<tr>
<td><strong>Straight</strong></td>
<td>A person attracted to people of the ‘opposite’ gender, e.g. a man who is attracted to women (also: heterosexual).</td>
</tr>
<tr>
<td><strong>Transgender</strong></td>
<td>A term used to describe a person for whom their gender identity does not match the social expectations for their assigned sex; opposite of cisgender.</td>
</tr>
<tr>
<td><strong>Transition</strong></td>
<td>Describes both a public act and a gradual process that transgender individuals go through in affirming their gender identity. This may include change of name, pronouns, style of dress, and sometimes medical intervention if the individual and their medical support staff deem it important in affirming their gender.</td>
</tr>
<tr>
<td><strong>Transman</strong></td>
<td>An individual who identifies as male, however he may have been assigned ‘female’ at birth (also: ‘FtM’).</td>
</tr>
<tr>
<td><strong>Transwoman</strong></td>
<td>An individual who identifies as female, however she may have been assigned ‘male’ at birth (also: ‘MtF’).</td>
</tr>
<tr>
<td>‘+’</td>
<td>The plus symbol may sometimes be added to a variation of the LGBTI acronym (e.g. LGBTQIAP+) to include individuals who are not heterosexual/straight but whose identity falls outside of the specific letters indicated.</td>
</tr>
</tbody>
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IDAHOT Dinner 2017
ADF POLICY

DI(G) PERS 50-1–Equity and Diversity in the Australian Defence Force

DPI 1/2001–Equity and Diversity in the Department of Defence

Defence Diversity and Inclusion Strategy 2012-2017: This tri-service strategy aims to illustrate how diversity and inclusive practices enhance Defence capability, and outlines the goals for the ADF in relation to this.


Army LGBTI Strategy 2016-2020: Single-service Army guide which aims to provide support and education to Army personnel to achieve an inclusive work environment and enhance capability to Army.

Air Force Transitioning Gender Guide: This guide produced by Air Force provides comprehensive information and guidance for personnel with gender dysphoria who seek to transition gender in Defence. The guide includes suggested letter templates for communicating gender transition, and contains information to help commanders and managers understand how they can contribute to workplace productivity by assisting the member with their transition.

Air Force Lesbian Gay Bisexual Member Guide: This guide was produced by Air Force and aims to provide information to personnel who are coming to terms with their sexual orientation.

Air Force Lesbian Gay Bisexual Guide: for Commanders and Managers: This is a short guide produced by Air Force to helps commanders, managers and supporters understand specific requirements of same-sex attracted personnel and how they can support LGBTI members.

Understanding Transition in the Workplace (out of date): This guide was produced in 2010 and much of the language and information is inaccurate due to changes to the Diagnostic and Statistical Manual of Mental Disorders (DSM-5). It is the only tri-service document available however information found in the Air Force ‘Transitioning Gender Guide’ (explained above) is applicable to all ADF personnel and more relevant. The ‘Understanding Transition in the Workplace’ document is being updated as of Jun 17, and will be an important resource once released.
GENERAL GUIDANCE FOR ADFA STAFF

The role and responsibilities of staff regarding LGBTI TOs is the same as for non-LGBTI TOs. Whilst there are some unique circumstances that have to be managed, staff should not feel as though they need to act any differently towards LGBTI TOs in the ADFA environment. Available policy is clear in its focus on equity, diversity and inclusion, and applies to all ADF personnel including TOs. Staff are responsible for ensuring that these principles are respected and adhered to at all times, especially when unique situations arise and is little other information or guidance available.

There may be occasions where staff are unsure about LGBTI issues or are worried about offending TOs by saying something inappropriate. Staff are encouraged to respectfully ask questions to clarify these issues, and are welcome to contact any of the support services listed later in this document (such as the LGBTI committee) if required.

PRACTICAL STRATEGIES & SUGGESTIONS

‘Coming Out’

- A person’s gender identity or sexuality is considered Sensitive: Personal information and should not be shared without their permission
- Many people do not ‘come out’ in a workplace setting throughout their entire careers, and it is important to be respectful of any TO whom you know or suspect may be LGBTI, but does not wish to come out
  - There is rarely a need to approach a TO asking if they identify as LGBTI. If a TO deems it important to inform their staff, they will generally approach you first
  - Staff can create an environment that is safe and supportive for TOs to come out by making LGBTI topics a non-controversial part of discussion, such as through acknowledging same-sex relationships and ensuring they use the right pronouns for transgender TOs
- In the event that a TO does come out to you as a staff member, it is advised that you listen carefully to the information they provide, avoid stereotyping based on their gender or sexuality, and remain respectful and calm towards the individual throughout the conversation

LGB+

- For TOs identifying as same-sex attracted (LGB+), it is unlikely that there will be a significant number of immediate issues which require management from a staff perspective. Staff may be required to assist with
  - Complaints of Unacceptable Behaviour
  - Recognition of a relationship
  - Mental health issues, as there is a higher incidence among LGBTI people than other sectors of the population

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**TI+**

- For TOs identifying as sex or gender diverse (TI+), there could be a number of issues which require the member’s chain of command to become involved and manage the situation or the TO’s expectations. Staff may be required to assist with:
  - Name or gender change documentation
  - Medical transition process
  - Coming out to other division members (especially emphasising the importance of correct pronoun use)
  - Accommodation or ablutions arrangements
  - Mental health issues, as there is a higher incidence among LGBTI people than other sectors of the population

**Language and Behaviour**

- It is important to be mindful of respectful and disrespectful behaviours or language in relation to LGBTI TOs. In the event that you make a mistake, the best course of action is to apologise, listen to anything the TO wishes to say in response, and then move on with the conversation. Considerations for staff include:
  - Avoiding stereotyping
  - Use the correct pronouns and preferred name of sex or gender diverse TOs wherever possible
  - Use gender neutral language when referring to relationships or gender identities
  - The mental health and welfare of TOs
- Additionally, due to the nature of ADFA as a training establishment it is important that staff maintain an inclusive culture and good example for TOs to observe and take into their future careers.

**SUPPORT SERVICES & FURTHER RESOURCES**

**ADFA Contacts**

- Diversity Domain
  - Supervising Officer

**Navy**

- President/Vice President
- LGBTI CIC
  - Will be able to provide relevant contacts
- LGBTI Community
  - Where members have identified they are willing to be contacted

**Defence Contacts**

- Defence LGBTI Information Service (DEFGLIS)
  - Available at: [https://defglis.com.au](https://defglis.com.au)
- Defence People Group
- Defence Pride Network
- Defence Diversity Directorate

**External Contacts**

- ACON’s Pride inclusion programs: ACON was established in 1985 and is now Australia’s largest LGBTI health organisation. The pride inclusion programs offer a range of services to assist employers, sporting organisations and service providers with all aspects of LGBTI inclusion.
  - Pride in Diversity
    - ‘Please Explain’ training
    - Active Allies
    - Train the LGBTI Trainer
  - Publications – All available to Defence due to membership in Pride in Diversity
    - Anti-Discrimination Law & Practice – A Legal Guide to LGBTI Workplace Inclusion
    - Let’s Talk Gender
    - ‘Allies at Work’
    - Managers Guide to LGBTI Inclusion
• The Gender Centre is a NSW-based organisation that is committed to developing and providing services and activities to gender diverse people. They also provide education, support and training to other organisations and service providers.

Available at: https://gendercentre.org.au

External Stakeholder Consultation:

Ms Barbara Phelan, Director of Diversity, DPG
LEUT Johan Cole, Deputy Director, Diversity and Inclusion - Navy
LTCOL Colin Thomas, SO1 Diversity and Inclusivity – Army
WGCDR Cheryl Neal, Deputy Director, Diversity and Inclusion – Air Force