



EMBEDDING CRE & FAMILY VIOLENCE SUPPORT INFORMATION ON YOUR INTRANET

Why should you include CRE & family violence support information on your intranet?

- It allows for all relevant information regarding the CRE Agreement and family violence to be stored in one place that is easily and privately accessible for all staff. This is important because, if someone is experiencing family violence, sifting through the many policies and procedures of the organisation to understand their rights and support from the workplace regarding family violence may be overwhelming.
- When new staff go through the induction process there is often a lot of information to take in and therefore information on CRE and family violence may not be retained, this allows them to easily refer back when needed.
- It makes it easy for new staff to find and look over this information and contribute any new ideas they may have on implementing the CRE Agreement and how they would like to support its implementation.
- It allows all staff easy access to the CRE email signature, logos, poster templates etc. as needed (also available through the CRE website login).

We suggest creating a folder called 'CRE & FAMILY VIOLENCE,' and within this have a folder for CRE information and another for Family Violence information. The difference between the two is that the CRE information is for the prevention of family violence and creating a gender equitable workplace and will contain documents that support the CRE Agreement; whereas the family violence information folder will contain support information and important documents from the organisation regarding what to do if someone is experiencing violence. For example:

CRE Information



CRE Workplace Agreement Booklet



Meeting minutes regarding CRE agreement process



CRE Agreement Toolkit for implementing Level 1



CRE logo, email signature, poster templates



CRE Actions Tracking Sheet

Family Violence Information



Information on family violence leave



Information on workplace family violence representative



Information of support services for family violence



Workplace harassment policy and other relevant documents



Employee Assistance Program details

These are just examples to get you started. If you have any other resources that you are sharing your Organisations intranet be sure to share them with your CRE Coordinator, as they could be useful to other organisations as well!

It is important that all employees are supported and empowered to create change.