ACCESSIBILITY ACTION PLAN 2014-2017
Acknowledgment to Traditional Owners

Victoria Police pay our respects to the Traditional Owners of lands on which we live and work. We pay our respects to Elders and all Aboriginal and Torres Strait Islander Peoples who continue to care for their country, culture and people.
I am proud to announce the introduction of the Victoria Police Accessibility Action Plan 2014-2017. This Plan will play a pivotal role in ensuring people with disabilities feel valued, safe and supported in the community, in their interactions with Victoria Police and as employees of our organisation.

We know there are barriers for people with disabilities accessing our services and reporting a crime. We have made significant progress in the way we deliver services, but we know there is still a lot of work to do.

It is a key priority of Victoria Police to develop a consistency of service delivery for people with disabilities, so that people can feel confident in the service they will receive across the organisation, and have equal access to safety and justice.

Importantly, we recognise that it is our responsibility to make sure we are an accessible organisation that reaches out to people. We need to make sure our staff are equipped with the skills and resources needed to engage with diverse groups of people.

But the Action Plan is more than a service delivery blueprint; it also aims to improve the capacity of Victoria Police to employ, develop and retain people with disabilities within the organisation. We want our organisation to lead by example, and to demonstrate the benefits of an inclusive and diverse workforce.

Victoria Police is committed to responding appropriately and meeting the needs of people with disabilities as victims of crime, witnesses, suspects and people in custody, as employees and prospective employees, and as community partners.

We also understand that our responses need to recognise and respect the needs of people with disabilities from diverse communities and that women with disabilities especially face additional barriers.

Four main goals are identified in this action plan to ensure Victoria Police:

- delivers accessible and equitable policing services
- is an inclusive and engaging organisation
- improves its capacity to employ, develop and retain people with disabilities, and
- is a workforce with the right attitude and right capability.

This action plan has been developed in close alignment with and recognition of the Victorian Disability Act 2006, the Disability Discrimination Act 1992, the Charter of Human Rights and Responsibilities Act 2006, the Equal Opportunities Act 2010 and the Victoria Police Equity and Diversity Plan 2012-2015. It will be monitored and supported by the Victoria Police Disability Portfolio Reference Group and the Victoria Police Human Rights Stakeholder Advisory Group. These reference groups will ensure that Victoria Police maintains a strong connection to the community and is informed by the experiences of people living with disabilities.

Victoria Police strives to be an inclusive, accessible, equitable and responsive organisation in service delivery and as an employer of people with disabilities, and I welcome and commit to this action plan.

Graham Ashton AM,
Chief Commissioner
Introduction

Victoria Police recognises the importance of implementing a disability action plan and acknowledges people with disabilities as valued members of the community and our organisation.

“People with a disability make up 18.4 per cent of the Victorian population. This figure includes people with different types and levels of impairment, children, young people, older people, women, men, Aboriginal and Torres Strait Islander people, people living in rural or regional areas, and people from culturally and linguistically diverse backgrounds.” ¹

The Accessibility Action Plan 2014-2017 aims to improve the outcomes of people with disabilities when they come into contact with Victoria Police – whether as victims of crime, witnesses, suspects, people in custody, employees and prospective employees, community partners, or simply those in need of assistance.

Victoria Police is committed to ensuring that our organisation, as both a service provider and employer, recognises and values its human rights obligations and treats people with disabilities with equity, dignity and respect. This includes understanding and respecting the needs of people with disabilities from diverse communities and recognising that women with disabilities face additional barriers in terms of feeling safe and supported.

The Accessibility Action Plan 2014-2017 outlines the organisation’s response to issues affecting people with disabilities in their interactions with police, and its support for those engaged in employment with the organisation. The action plan has been closely influenced by, and is consistent with, the requirements of the Disability Act 2006, which identifies four outcomes to be addressed:

- reducing barriers to people with a disability in accessing goods, services and facilities
- reducing barriers to people with a disability in obtaining and maintaining employment
- promoting inclusion and participation of people with a disability in the community, and
- achieving tangible changes in attitudes and practices which discriminate against people with a disability.

Guiding principles

The vision and principles of the action plan are shaped by commonwealth and state legislation², national and state disability strategies³, international Human Rights standards⁴ and the Victoria Police Blueprint 2012 - 2015. The Accessibility Action Plan additionally reinforces our organisational values of:

- integrity
- leadership
- flexibility
- respect
- support, and
- professionalism.

¹ Victorian State Disability Plan 2013-2016, p 5
³ National Disability Strategy 2010-2020; Victorian State Disability Plan 2013-16
⁴ Convention on the Rights of People with Disabilities
The Accessibility Action Plan has also been shaped by the principles outlined in the Victoria Police Equity and Diversity Plan 2012-2015. Diversity encompasses any attribute that distinguishes one person from another, including (but not limited to) gender, ethnicity, sexuality, religion and disability.

The key features of the Equity and Diversity Plan outline a workplace that:

- is free of discrimination, sexual harassment, victimisation and bullying
- is representative of the Victorian community and encouraging of a diverse range of applicants
- has a better understanding of the current composition of our workforce, and
- promotes accountable and consistent equity and diversity practices.

**Goals of the Victoria Police Accessibility Action Plan**

In developing our action plan, we have considered the justice-specific goals and commitments outlined in both the *Victorian State Disability Plan 2013-16* and the *Department of Justice Disability Action Plan 2012-2016*. The goals of the Victoria Police plan are:

- accessible and equitable policing services
- inclusive and engaging organisation
- improved capacity to employ, develop and retain people with disabilities, and
- a workforce with the right attitude and right capability.

This action plan outlines the priorities and deliverables for the organisation. More detailed information around responsibilities and timelines are contained in an internal implementation plan that will be utilised to monitor progress of the actions.

We will measure our overall success according to the following key performance indicators:

- Increased reporting of crime by people with disabilities
- Increased community satisfaction in police response to people with disabilities
- Increased employment and retention of employees with disabilities
- Improved police awareness and understanding of the needs of people with disabilities

Victoria Police will be developing robust ways of measuring these indicators over the length of the plan and will use these to assess our performance in relation to overall outcomes.

**Governance**

The action plan will be owned by the Priority Communities Division and delivered in partnership with the Human Resource Department. Members of these two areas will form the core working party with other internal stakeholders joining the working party according to implementation priorities.

The delivery of the plan will be monitored by the Commander, Priority Communities Division and accountable to the Deputy Commissioner, Capability.
Within the community, regular feedback on the action plan will be provided through the following structures:

- Victoria Police Disability Portfolio Reference Group
- Victoria Police Human Rights Strategic Advisory Committee

Victoria Police is committed to implementing the Accessibility Action Plan in 2014-2017 and, on an ongoing basis, critically reviewing our performance. The action plan is intended to be a working document that is reviewed and updated on an annual basis in line with community and organisational feedback and evolving priorities. Its progress will be reported annually to the community via the Disability Portfolio Reference Group, the Victoria Police website and the Victoria Police Annual Report.

At the end of the term of this plan (2014-2017), overall achievements and outcomes will be evaluated with input from both internal and external stakeholders, and the findings will inform the development of the next iteration of the Accessibility Action Plan.

**Our Partners**

In developing the Accessibility Action Plan, we consulted with a number of our key external stakeholders, including:

- Victorian Equal Opportunity and Human Rights Commission (VEOHRC)
- Office of the Public Advocate, and
- Disability Justice Advocacy, Inc.

We also consulted with Victoria Police employees who have disability or who have experience with a person(s) with disability, as well as a number of stakeholders from departments/commands within the organisation, including:

- Regions
- Human Resource Department
- Infrastructure and IT Department
- People Development Command
- Corporate Strategy and Operational Improvement Department and
- Media and Corporate Communications Department.

In delivering this plan, we know we will need to continue to work with our key internal and external stakeholders. In particular, we will be working closely with the Victoria Police Disability Portfolio Reference Group which will enable Victoria Police to work closely with a wide range of stakeholders, including people with disabilities, to help us achieve our goals.

**Defining Disability**

There are different ways of defining disability. Legal definitions, such as those outlined in the Victorian *Disability Act 2006* and the Commonwealth *Disability Discrimination Act 1992*, seek to clarify boundaries for the identification and elimination of discrimination5. Clinical or medical models define disability as health conditions or impairments, whereas social models view disability as the interaction between the person living with impairment and the barriers created by society.

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5. For the Victorian and Commonwealth Acts definitions of disability, refer to the Glossary at the end of this Plan.
In considering the range of definitions and the views of the community, the *Accessibility Action Plan* will apply the following definition, as stated in the UN Convention on the Rights of Persons with Disabilities:

*Persons with disabilities include those who have long-term physical, mental, intellectual or sensory impairments which, in interaction with various barriers, may hinder their full and effective participation in society on an equal basis with others.*

Victoria Police recognises that disability may:

- occur at any age or stage in life
- be present at birth or acquired
- be episodic or temporary depending on the form
- be obvious to others, or
- be unnoticeable to others.

Victoria Police recognises people with disabilities have different experiences and needs and that individuals may be living with more than one disability. We therefore recognise that people with disabilities may require a range of supports and adjustments to ensure they can access services equitably.

**Our Commitment**

Victoria Police is committed to improving the outcomes of people with disabilities in delivering services that are responsive, inclusive and supportive. This action plan identifies a number of strategies Victoria Police will use to ensure that we treat the people we work with and the people we serve who have disabilities with equity, dignity and respect.

We look forward to working with our employees and community partners to ensure that the *Accessibility Action Plan 2014–2017* successfully achieves better outcomes for people with disabilities.
## Goal One: Accessible and Equitable Policing Services

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<tr>
<td>1. Ensure access to equal rights and justice</td>
<td>1. Ensure existing Victoria Police policies and codes of practice clearly outline the expected standards of practice, including legal obligations, support options and referral pathways</td>
<td>• Victoria Police Manual reviewed and updated&lt;br&gt;• Family Violence Code of Practice reviewed and updated&lt;br&gt;• Code of Practice for the Investigation of Sexual Assault reviewed and updated</td>
<td>• Victorian Disability Services Commissioner&lt;br&gt;• Office of the Public Advocate&lt;br&gt;• VEOHRC&lt;br&gt;• Women with Disabilities Victoria</td>
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<td>2. Ensure existing protocols for working with state government departments clearly outline the expected standards of practice, including legal obligations, support options and referral pathways</td>
<td>• Support of People with a Disability – draft protocol between Victoria Police and Department of Health and Human Services finalised and published</td>
<td>• Department of Health &amp; Human Services&lt;br&gt;• Victorian Disability Services Commissioner&lt;br&gt;• Office of the Public Advocate&lt;br&gt;• VEOHRC&lt;br&gt;• Women with Disabilities Victoria</td>
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<td>3. Ensure local policing practices reflect organisational requirements and increase awareness and understanding of disability and the barriers that create issues for people with disabilities within the policing context</td>
<td>• Good practice guide for working with people with disabilities developed and distributed for tailoring to local needs</td>
<td>• Office of the Public Advocate&lt;br&gt;• VEOHRC&lt;br&gt;• Victorian Disability Services Commissioner&lt;br&gt;• Women with Disabilities Victoria</td>
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<td>2. Strengthen support for people with disabilities when in contact with police as victims, offenders and witnesses</td>
<td>1. Ensure the human rights of people with disabilities are respected during interviews with police and in police custody, by ensuring full utilisation of support programs and services such as:</td>
<td>• Independent Third Person (ITP) Ready Reckoner reviewed and updated&lt;br&gt;• Audit of current mechanisms to capture data on the uptake of programs and services&lt;br&gt;• Mechanism developed to meet the primary reporting gaps identified in the audit</td>
<td>• Office of the Public Advocate&lt;br&gt;• Victorian Disability Services Commissioner&lt;br&gt;• Department of Health &amp; Human Services&lt;br&gt;• Victims Support Agency</td>
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<td>• The Independent Third Person (ITP) Program&lt;br&gt;• Victoria Police eReferrals (VPeR)&lt;br&gt;• Forensic Medical Officer assessment&lt;br&gt;• Custodial risk assessment&lt;br&gt;• Visual and Audio Recorded Evidence (VARE)&lt;br&gt;• Auslan interpreters&lt;br&gt;• Communication aids</td>
<td>• Voluntary Disclosure of Information Regarding a Disorder or Disability within LEAP promoted to stakeholders, including parents, guardians and advocates, people with disabilities, support agencies and police&lt;br&gt;• Increased number of submissions of Voluntary Disclosure of Information Regarding a Disorder or Disability</td>
<td>• Office of the Public Advocate&lt;br&gt;• Victorian Disability Services Commissioner&lt;br&gt;• Department of Health &amp; Human Services&lt;br&gt;• VEOHRC</td>
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## Goal One: Accessible and Equitable Policing Services

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| 3. Increase access to and functionality of police services and resources for people with disabilities | 1. Improve accessibility to Victoria Police facilities and ensure compliance with legislation and regulations by:  
- Meeting disability access provisions for all refurbishments to existing police buildings and new capital works projects  
- Assessing compliance of other facilities  
- Reviewing organisational requirements to achieve compliance and, if required, prepare business case for funding application | Compliance of all refurbishments to existing police buildings and new capital works projects with the *Disability Discrimination Act 1992*  
Disability access assessed as a component of every Building Inspection  
Review of requirements to achieve organisational compliance conducted |  
- Victorian Disability Services Commissioner  
- VEOHRC  
- Australian Network on Disability |
|  | 2. Improve communication access to police services for victims and witnesses with disabilities by:  
- Implementing Easy English versions of Victoria Police standard forms and written information for victims  
- Publishing relevant captioned and Auslan videos on the Victoria Police website  
- Improving the accessibility compliance of the Victoria Police websites in line with the Web Content Accessibility Guidelines (WCAG)  
- Promoting the National Relay Service on the police website and in relevant police media / publications | Easy English versions of standard forms and written information for victims available  
Captioned and Auslan videos available  
Improved website accessibility and compliance with the WCAG  
National Relay Service information available on police website and in relevant police publications |  
- VEOHRC  
- Office of the Public Advocate  
- National Relay Service  
- Scope Victoria Ltd |
|  | 3. Work with a disability service provider to identify other communication access requirements to meet accreditation standard | Business case developed to assess feasibility of Communication Access accreditation |  
- VEOHRC  
- Scope Victoria Ltd |
### Goal One: Accessible and Equitable Policing Services

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<td>4.</td>
<td>Increased confidence of people with disabilities to report to police</td>
<td>1. Build trust and confidence of people with disabilities to report crime by reviewing issues raised in relevant research projects and by monitoring the levels of reporting</td>
<td>Monash University, Women with Disabilities, Victoria, Office of the Public Advocate, VEOHRC</td>
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<td>2. Ensure that information on lodging complaints against police is easily available and accessible to people with disabilities</td>
<td>VEOHRC, Victorian Disability Services Commissioner, Independent Broad-Based Anticorruption Commission</td>
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<td>• Incorporate opportunities for improvement into Accessibility Action Plan</td>
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<td>• Audit of current mechanisms for identifying levels of reporting by people with disabilities conducted</td>
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<td>• Mechanism developed to meet the primary reporting gaps identified in the audit</td>
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<td>• Complaints website and relevant forms available in accessible formats</td>
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## Goal Two: Inclusive and Engaging Organisation

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<td>1. <strong>Strengthen engagement with people with disabilities by building robust, inclusive and consultative partnerships</strong></td>
<td>1. Undertake regular and ongoing consultation for advice and subject matter expertise regarding policing issues affecting people with disabilities, by: • Engaging the Victoria Police Disability Portfolio Reference Group to monitor and review the <em>Accessibility Action Plan</em> • Partnering with the Victoria Police Disability Portfolio Reference Group to conduct annual focus groups with people with disabilities to explore needs and perceptions of police services • Assessing the need for a strategic Interdepartmental Liaison Committee for disability</td>
<td>• Accessibility Action Plan included as a standard agenda item • Focus groups conducted annually • Assessment conducted</td>
<td>• Victoria Police Disability Portfolio Reference Group • Department of Health &amp; Human Services</td>
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<td>2. <strong>Inclusion of people with a disability in police decision making processes</strong></td>
<td>1. Establish a community advisory group with a focus on disability to provide advice to, and work collaboratively with, Victoria Police 2. In accordance with the Community Engagement Strategy, ensure people with disabilities are represented in local governance forums such as Local Safety Committees, licensing forums, advisory boards, consultative committees and project steering groups. 3. Encourage transparency around police service and response to people with disabilities through: • Ensuring visibility of the <em>Accessibility Action Plan</em> • Utilising the Disability Portfolio Reference Group to develop a targeted communication strategy for community and external audiences</td>
<td>• Disability Portfolio Reference Group established and Terms of Reference endorsed • Inclusion of people with disabilities as a critical community stakeholder</td>
<td>• Victoria Police Disability Portfolio Reference Group • VEOHRC Victorian Disability Services Commissioner</td>
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*7. Victorian Chief Commissioner is the patron*
## Goal Three: Improved capacity to employ, develop and retain people with disabilities

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| 1. Enhance attraction and recruitment practices to increase the employment of people with disabilities | 1. Review the inherent requirements and recruitment process for Police, Protective Service Officers (PSO) and Victorian Public Service (VPS) roles to identify and address potential barriers to people with disabilities |  • Recruitment advertisements, websites, policies and processes audited to identify potential discrimination and accessibility gaps  
  • Police, PSO and VPS application processes and position descriptions reviewed to identify potential barriers which are not relevant to inherent role requirements  
  • Processes to address reasonable adjustment requests for potential applicants are in place  
  • Disability Awareness training and information on disability and accessibility obligations, legislation and best practice is provided to recruitment and selection staff |  • Australian Network on Disability |
|          | 2. Implement initiatives that promote Victoria Police as an equal opportunity employer |  • Tag lines promoting Victoria Police’s commitment to equal opportunity employment included in recruitment advertisements  
  • Examples of reasonable adjustments and stories focusing on the capability of employees with disability published on the Victoria Police careers website  
  • Recruitment and selection processes enhanced to encourage applicants to disclose disabilities |  |
## Goal Three: Improved capacity to employ, develop and retain people with disabilities

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| 3.       | Work in partnership with external organisations to develop strategies to improve the attraction of people with disabilities | • Services of a local Disability Employment Service provider(s) engaged to attract and recruit people with disabilities  
• The Australian Network on Disability engaged for expertise on best practice disability employment and retention  
• Consultation undertaken with the Office of Disability and other government agencies on legislative obligations and contemporary practices within government | • Australian Network on Disability  
• Disability Employment Service (DES) providers  
• Australian Network on Disability  
• Office of Disability, Department of Health & Human Services |
| 4.       | Create career pathways for people with disabilities into Victoria Police VPS roles | • VPS roles identified that can be filled by people with disabilities through a targeted recruitment process  
• Internship/traineeship programs developed for people with disabilities to gain work experience in VPS roles  
• Mentoring program developed with Victoria Police employees as mentors for people with disabilities | • Australian Network on Disability  
• Disability Employment Service (DES) providers |
| 2.       | Increase the retention of people with disabilities through providing an inclusive and supportive workplace | 1. Support employees with disabilities by educating the Victoria Police workforce through promoting disability awareness | • Information and resources on disability are available on the intranet for managers and employees  
• Disability events such as International Day of People with disabilities are promoted within the organisation  
• Reasonable Adjustment policy for existing employees developed and published  
• Victoria Police champions and role models identified to promote disability awareness |
### Goal Three: Improved capacity to employ, develop and retain people with disabilities

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| 2.       | Support employees with disabilities by identifying and implementing initiatives to provide support within the workplace. | • Feasibility of establishing a network for employees with disabilities investigated  
• Internal support network for employees who are carers of people with disabilities established |                          |
| 3.       | **Enhance development opportunities for employees with disabilities**  | • Learning providers will consider accessibility in the context of information provision, application procedures and venue selection  
• Feasibility of developing a support network or hub for managers of employees with disabilities investigated |                          |
| 1.       | Build organisational capacity to deliver accessible learning and development activities |                                                                                |                          |
| 2.       | Encourage managers to provide development opportunities for employees with disabilities |                                                                                |                          |
## Goal Four: A Workforce with the Right Attitude and Right Capability

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<tr>
<td>1. Enhance police capability around delivery of equitable services to people with disabilities</td>
<td>Strengthen training and education programs to ensure disability issues are incorporated into relevant internal education packages where relevant to role, including: - police and PSO foundation training - Operational Safety Tactics Training (OSTT); - qualifying programs (Sergeant, Senior Sergeant, Inspector), and - professional development courses (including for VPS)</td>
<td>Course content reviewed and updated</td>
<td>VEOHRC, Office of the Public Advocate, Victorian Disability Services Commissioner, Department of Health &amp; Human Services, Women with Disabilities Victoria</td>
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<td>2. Strengthen training on human rights and Prejudice Motivated Crime (PMC) to ensure a recognition of disability as a motivating factor in PMC and an emphasis on the following: - ensuring reports of PMC are taken seriously - ensuring victims receive appropriate support when reporting, and - ensuring reports are investigated thoroughly</td>
<td>Development of reporting capacity to monitor number of PMCs affecting people with disabilities</td>
<td>VEOHRC, Office of the Public Advocate, Victorian Disability Services Commissioner, Office of Public Prosecutions, Department of Justice &amp; Regulation, Victim Support Agency</td>
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<td>3. Review and scope development of a comprehensive learning strategy, accessible to all police employees, to increase awareness and understanding of disability and enhance delivery of equitable services to people with disabilities</td>
<td>Inclusion of disability as a priority community in the development of the Victoria Police Cultural, Community and Diversity Education Strategy</td>
<td>VEOHRC, Office of the Public Advocate, Victorian Disability Services Commissioner, Women with Disabilities Victoria</td>
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<td>4. Develop a network of Disability Liaison Officers to work in partnership with other police liaison officers across Victoria Police to build and share practice knowledge and strengthen local community partnerships</td>
<td>Development of an education package for local application</td>
<td>VEOHRC, Victorian Disability Services Commissioner, Office of the Public Advocate, Women with Disabilities Victoria</td>
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8. Consistent with the recommendations from the report, 'Equality is not the same..' – Victoria Police response to community consultation and reviews on field contact policy and data collection and cross cultural training (2013)
Goal Four: A Workforce with the Right Attitude and Right Capability

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| 2.       | Build an environment that achieves positive change in attitudes and practices about disability | 1. Increase workforce awareness and understanding of the needs of people with disabilities by facilitating and enabling the participation of people with disabilities at each ‘Community Encounters’ session delivered at the Victoria Police Academy  
2. Build employee capability to promote a better understanding of the barriers that people with disabilities encounter within the policing context and proactively reduce discriminatory behaviour and language | • Review of accessibility of the ‘Community Encounters’ education program conducted  
• Examples of disability discrimination included within the organisational “bias” education program  
• Internal organisational awareness campaign developed | • VEOHRC  
• Office of the Public Advocate  
• Victorian Disability Services Commissioner  
• Women with Disabilities Victoria |
Glossary

**Victorian Disability Act 2006**

Section 3 of this Act defines disability as:

(a) a sensory, physical or neurological impairment or acquired brain injury or any combination thereof, which –

i. is, or is likely to be permanent; and

ii. causes a substantially reduced capability in at least one of the areas of self-care, self-management, mobility or communication; and

iii. requires significant ongoing or long term episodic support; and

iv. is not related to ageing; or

(b) an intellectual disability; or

(c) a developmental delay.

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**Commonwealth Disability Discrimination Act 1992**

Section 4 of this Act defines disability as:

a) total or partial loss of the person’s bodily or mental functions; or

b) total or partial loss of a part of the body; or

c) the presence in the body of organisms causing disease or illness; or

d) the presence in the body of organisms capable of causing disease or illness; or

e) the malfunction, malformation or disfigurement of a part of a person’s body; or

f) a disorder or malfunction that results in the person learning differently from a person without that disorder or malfunction; or

g) a disorder, illness or disease that affects a person’s thought processes, perception of reality, emotions or judgement or that results in disturbed behaviour;

and includes a disability that:

h) presently exists; or

i) previously existed but no longer exists; or

j) may exist in the future; or

k) is imputed to a person.
For more information please contact
PRIORITYCOMMUNITIESDIVISION@police.vic.gov.au