

Charter of Human Rights in Victoria

Online education program

> Instructions for People and Culture

We all have a part to play in embedding a human rights culture into our everyday work to ensure better outcomes for Victorians.

The Commission has developed a free online education program about the Charter of Human Rights and Responsibilities (the Charter) to make high quality and accurate foundational training on the Charter easy to access.

Purpose

The six modules in the online education program introduce the Charter and provide a baseline awareness of its rights and obligations.

Audience

We've designed these modules for staff in Victorian public authorities, which includes all staff in the Victorian Public Sector, contractors working on behalf of public authorities and local government. Public authorities and their staff have obligations under the Charter to act compatibly with human rights. They must also give proper consideration to human rights when making a decision.

How to use the online education program in your organisation

The program's six modules are short to encourage participation and can be used in several ways:

- As part of a blended learning approach with face-to-face training.
- As part of an induction process for new employees.
- As a standalone resource to build knowledge for all staff.

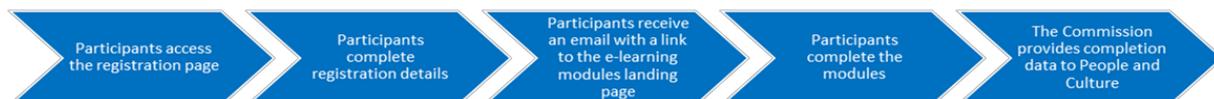
Organisations can assign modules to employees according to their position description. We recommend that all staff complete modules 1, 2 and 3. We recommend modules 4, 5 and 6 for legal staff, policy staff and managers.

We ask users to complete an optional brief feedback survey at the end of modules 3 and 6. The Commission will use this feedback to improve the user experience.

The Commission will provide completion data to appropriate People and Culture personnel for professional development and mandatory compliance records. We may also use de-identified data for the purposes of reporting. Privacy Policy: www.humanrightscommission.vic.gov.au/privacy.

Please send appropriate People and Culture contact details to education@veohrc.vic.gov.au so we can provide completion data and participant feedback.

How to access the online education program



Users must register online and provide their work email address, name of their organisation with division/branch/unit/council, employment type, length of service, role/position and work location.

The Commission will pass this information on to the users' organisations for recording employees' professional learning.

Registration page: <https://elearning.humanrights.vic.gov.au/login>

Once they have registered, users will receive an email with a link to the online education program and can begin their training.

Learning objectives and content

Module 1: An overview of the Charter

This module will develop your understanding of:

- why human rights matter
- the purpose of the Charter as a Victorian law
- the obligations the Charter places on different parts of government
- what a public authority is
- what the Charter means for Victoria.

Module 1 takes 10 minutes and is suitable for all staff.

Module 2: Protected rights and obligations under the Charter

Once you have finished this module you will be able to:

- understand the nature of the 20 human rights protected by the Charter
- identify the day-to-day workplace contexts where human rights apply
- describe what is involved in giving proper consideration of, and acting compatibly with, Charter rights
- describe the process of lawfully limiting rights and when it may be required.

Module 2 takes 15 minutes and is suitable for all staff.

Module 3: What it means to build a culture of human rights in Victoria

Once you have finished this module you will be able to:

- identify the benefits of embedding a human rights culture in the workplace
- recognise how to build a culture of human rights
- identify three things you can do to build a human rights culture into your work.

Module 3 takes 10 minutes and is suitable for all staff.

Module 4: Complaints and remedies

Once you have finished this module you will be able to:

- describe the ways human rights complaints can be raised
- understand that upholding human rights is a core public sector value and component of a best practice Council Staff Code of Conduct
- identify the key agencies that can receive human rights complaints
- outline the remedies available in courts and tribunals.

Module 4 takes 15 minutes and is suited to legal staff, policy staff and managers, depending on their roles.

Module 5: The legislative process

Once you have finished this module you will be able to:

- describe the legislative process of assessing whether new laws are compatible with the Charter
- describe the requirement for preparing Statements of Compatibility
- know where to go for further support.

Module 5 takes 15 minutes and is suited to legal staff, policy staff and managers, depending on their roles.

Module 6: Courts and tribunals

Once you have finished this this module you will be able to:

- describe the role of courts and tribunals under the Charter
- understand where to access case information.

Module 6 takes 10 minutes and is suited to legal staff, policy staff and managers, depending on their roles.