

Gender Diversity Policy

1. Health New Zealand | Te Whatu Ora is dedicated to ensuring everyone gets the right healthcare when and where they need it.
2. Transforming the health sector to create a more equitable, accessible, cohesive, and people-centred system takes all of us working together with heart and a strong sense of purpose and commitment to service to improve the health and wellbeing of all New Zealanders. As part of our team, your contribution to our purpose will be key to our success.
3. We are committed to creating a safe, positive, and inclusive workplace for everyone at Health NZ.
4. [Te Mauri o Rongo | The New Zealand Health Charter](#) is the overarching foundation for delivering our purpose and building a culture that cares. Its four pou, or values, support us to work with heart every day as we serve our communities. We can view Te Mauri o Rongo as a whare with four cornerstones – the whare needs all four to be working well, and together, to keep it strong. All four pou guide the way we work together, supporting and caring for each other so we can care for all New Zealanders:
 - a. **Wairuatanga** – working together with heart and a strong sense of purpose, we ensure every worker is treated with respect and dignity.
 - b. **Rangatiratanga** – we ensure leaders are reflective of the workforce and the people we serve.
 - c. **Whanaungatanga** – as a team of teams working towards a common purpose, we look out for each other and keep each other safe.
 - d. **Te Korowai Āhuru** – we ensure everyone understands our values and principles and what behaviours we expect.

About the Gender Diversity Policy

5. This policy describes Health NZ's commitment to gender diversity and inclusion, and how we will promote gender diversity within our workforce.
6. This policy applies to everyone working at Health NZ including employees, contractors, students, interns, volunteers and visiting professionals.
7. It applies in any work-related situation (at work, a conference or function, or online).

Key Principles

The following principles underpin this policy in addition to the key principles of Health NZ's Diversity & Inclusion Policy [\[link\]](#) and align with Te Mauri o Rongo. This Policy should be read in conjunction with our Diversity and Inclusion Policy, our Code of Conduct and Te Mauri o Rongo.

OWNER TITLE:		DOC ID:	HNZXXX
PUBLISHED:	MMM YYYY	REVIEW DUE:	MMM YYYY
IF THIS DOCUMENT IS PRINTED, IT IS VALID ONLY FOR THE DAY OF PRINTING		VERSION:	1.0
		PAGE NO:	1 of 7

8. Health NZ will provide a supportive work environment where everyone feels safe and valued. We promote inclusive language, respect personal boundaries, and foster a culture of acceptance and understanding.
9. As part of our commitment to wairuatanga, we embrace all forms of diversity, always treating everyone – service users, each other, stakeholders, visitors, guests – fairly and with respect, dignity, and compassion.
10. We don't tolerate bullying, harassment, or discrimination in any form, including language and behaviour, as per the Code of Conduct [link] and the Bullying, Harassment and Discrimination Policy.
11. Health NZ respects the privacy and confidentiality of all employees who disclose their gender identity or expression, including those who are gender diverse or are considering gender affirmation. We keep any information about an employee's gender identity or expression confidential to the extent permitted by law, and won't disclose it without their consent, except as necessary for business operations or legal compliance (e.g., Vulnerable Children's Act compliance).
12. Health NZ recognises the benefits of diversity in its communities and workplaces, including gender identity and expression, and how important it is to create environments where everyone can fully participate, contribute, and thrive.

This policy is guided by:

- The [Health Sector principles](#) set out in the [Pae Ora \(Healthy Futures\) Act 2022](#)), which enables Health NZ to support the Crown's responsibilities under Te Tiriti o Waitangi | The Treaty of Waitangi.
- The values, principles and behaviours within [Te Mauri o Rongo | The New Zealand Health Charter](#), which applies to all health workers in Aotearoa, ensuring they feel safe and supported at work.
- [Papa Pounamu Public Service Work Programme](#), which sets the diversity and inclusion work programme for the Public Service. Its five priority areas focus on making the most positive impact across all diversity dimensions.

Health NZ's Gender Diversity Policy

13. Health NZ aims to prevent discrimination in any form by creating an inclusive workplace for everyone. It will:
 - a. respect, promote and encourage the use of employees' correct pronouns, correct names, and correct pronunciation.
 - b. provide support, education, and resources for people leaders to enable and empower them to lead teams that are inclusive of all genders.
 - c. hold learning, development, and training opportunities to raise awareness about gender identity and diversity, and the benefits of inclusive workplaces.

OWNER TITLE:		DOC ID:	HNZXXX
PUBLISHED:	MMM YYYY	REVIEW DUE:	MMM YYYY
IF THIS DOCUMENT IS PRINTED, IT IS VALID ONLY FOR THE DAY OF PRINTING		VERSION:	1.0
		PAGE NO:	2 of 7

- d. monitoring and reporting of incidents and reviewing policy and process as needed.

Intersectionality

14. Health NZ acknowledges the intersection between gender diversity and other groups more likely to be underrepresented and experience discrimination (including Māori; Pasifika peoples; those living with disability, illness, or impairment; those from lower socioeconomic, migrant or refugee backgrounds; those whose first language is not English; those who experience discrimination based on religious, ethnic, or spiritual practices). We focus our priorities on these groups.
15. The Rainbow Glossary [[LINK](#)] provides further explanation on the intersection between gender diversity and Te ao Māori and Pasifika communities.

Menstruation, Perimenopause and Menopause

16. Health NZ recognises that menstruation and in turn perimenopause and menopause is something that majority of our workforce will experience at some point in their lives.
17. Health NZ is committed to providing a supportive and safe environment for individuals who are experiencing these natural cycles.
18. Appropriate, sensitive, and informed advice, support and resources are available from the P&C Diversity and Inclusion Team, LGBTQIA+ SME, AskHR, and Kaimahi Hauora Service.
19. Your people leader will liaise with you and your HR Advisor regarding available flexibility, leave and support. Which may include (but is not limited to) additional support via the Employee Assistance Programme (EAP).

Gender Affirmation

20. Health NZ is committed to providing a safe, respectful, and inclusive environment for all forms of gender expression including dress and personal presentation, maintaining health and safety and meeting uniform expectations.
21. Health NZ provides safe and accessible binary and all-gender bathrooms and recognises that people considering or experiencing gender affirmation can choose the bathroom most appropriate for them.

Gender Affirmation Support

22. Appropriate, sensitive, and informed advice, support and resources are available from the P&C Diversity and Inclusion Team, LGBTQIA+ SME, AskHR, and Kaimahi Hauora Service to anyone considering or experiencing gender affirmation.
23. You can ask your leader, another leader, a trusted colleague, the P&C Diversity and Inclusion Team, LGBTQIA+ SME, your HR Advisor, Health and Safety rep, or union delegate for support.

OWNER TITLE:		DOC ID:	HNZXXX
PUBLISHED:	MMM YYYY	REVIEW DUE:	MMM YYYY
IF THIS DOCUMENT IS PRINTED, IT IS VALID ONLY FOR THE DAY OF PRINTING		VERSION:	1.0
		PAGE NO:	3 of 7

24. Your people leader will ensure your workplace is safe and supportive and can help you create a gender affirmation plan for work which can include:
- identifying people who need to know, and how it will be communicated,
 - communicating timelines and milestones if applicable and appropriate,
 - work location flexibility and/or leave if applicable,
 - communicating your pronouns and/or preferred name as appropriate.
25. Your people leader will liaise with you and your HR Advisor regarding available flexibility, leave and support. Which may include (but is not limited to) additional support via the Employee Assistance Programme (EAP).

Definitions, and translations

The following definitions are used for the purpose of this policy:

Word / Term	Definition / Translation
Agender	Someone who feels neutral towards their gender and rejects the influence of gender on their person. Sometimes the term non-gendered is used in a similar fashion
Cisgender	Pronounced as either 'siz' or 'çiss' — a person whose gender aligns with their sex assigned at birth
Gender	Gender is an individual's internal sense of being a woman, a man, neither of these, both or somewhere along a spectrum. Gender is not fixed or unable to be changed
Gender diverse	A person who does not conform to their society or culture's dominant gender roles
Gender expression	A person's presentation of their gender through physical appearance (including dress, hairstyles, accessories, cosmetics), mannerisms, speech, behavioural patterns, names, and personal references. Gender expression may or may not conform to a person's gender identity.
Gender fluid	A non-binary gender that indicates shifting between different genders or presentations.
Gender identity	Gender identity is an individual's sense of being a woman, a man, neither of these, both or somewhere along a spectrum
Intersectionality	A framework to explain how multiple social categories (race, gender, class, sexuality) intersect to create overlapping and combined forms of discrimination and privilege
Menstruation	Menstruation, or a period, is a part of many people's lives. For some trans and gender diverse people, getting their period is a normal and okay part of being in their body, and for others it's uncomfortable and even an actively distressing experience. Having a period is not a feminine thing, and people of all genders menstruate, including non-binary people, agender

OWNER TITLE:

DOC ID: HNZXXX

PUBLISHED: MMM YYYY

REVIEW DUE: MMM YYYY

VERSION: 1.0

IF THIS DOCUMENT IS PRINTED, IT IS VALID ONLY FOR THE DAY OF PRINTING

PAGE NO: 4 of 7

Word / Term	Definition / Translation
	people and even plenty of men. Trans people who go through a natal estrogen-based puberty usually get their first period between 9 and 14 years of age, though people who go on hormone blockers may not ever get a period. Menstruation might continue until menopause, which can occur anywhere between 44-55 years of age.
Perimenopause	Perimenopause means "around menopause" and refers to the time during which your body makes the natural transition to menopause, marking the end of the reproductive years. Perimenopause is also called the menopausal transition. Women start perimenopause at different ages.
Menopause	Menopause is the time that marks the end of your menstrual cycles. It's diagnosed after you've gone 12 months without a menstrual period. Menopause can happen in your 40s or 50s.
Non-binary	An umbrella term for gender identities outside the male/female binary.
Pronouns	Pronouns are referential markers that we use to refer to ourselves and others. Common pronouns are she/her/hers, he/him/his, and they/them/theirs. Pronouns are self-defined and are not 'preferred'.
Titles	One or more words used before a person's name, in certain contexts, including Mr, Miss, and Mrs. An example of a gender-neutral title is 'Mx,' usually pronounced 'mix'. Mx can be used by a person of any gender, whether they are trans or cis.
Trans gender	This term describes a wide variety of people whose gender is different from the sex they were assigned at birth. Transgender people may be binary or non-binary. Transgender is an adjective (for example, "I am a transgender person," not, "I am a transgender

A full list of Rainbow Terms can be found here [[LINK to Glossary Document](#)]

Responsibilities

Role	Responsibilities
All employees	<p>Understand and comply with this policy.</p> <p>Embrace a diverse workforce, always treating everyone – service users, each other, stakeholders, visitors, guests – fairly, and with respect, dignity, and compassion.</p> <p>Let you leader know if you or a colleague feels unsafe or vulnerable at work.</p>

OWNER TITLE:

DOC ID: HNZXXX

PUBLISHED: MMM YYYY

REVIEW DUE: MMM YYYY

VERSION: 1.0

IF THIS DOCUMENT IS PRINTED, IT IS VALID ONLY FOR THE DAY OF PRINTING

PAGE NO: 5 of 7

Role	Responsibilities
	<p>Speak up (talk to you leader or HR Advisor) if you see or experience behaviour or actions that don't comply with this policy).</p> <p>If it's safe, support your colleagues if they're facing inappropriate behaviour, and report it.</p> <p>Be mindful of the language you use – try to use inclusive language.</p> <p>Support and engage in organisational initiatives and opportunities that improve people's understanding of diversity, and how we can be more inclusive.</p>
People leaders	<p>Ensure your team members understand and comply with this policy.</p> <p>Embrace and encourage a diverse workforce, always treating everyone – service users, each other, stakeholders, visitors, guests – fairly, and with respect, dignity, and compassion.</p> <p>Support the day-to-day implementation of this policy.</p> <p>Foster a workplace free of all forms of discrimination and harassment.</p> <p>Appropriately address and behaviours or actions that don't comply with this policy.</p>
Chief People Officer	<p>Investigate any breaches or potential breaches of the policy.</p>
Human Resources & People Services (People and Communications)	<p>Support our people and leaders to understand and comply with this policy.</p> <p>Advise leaders about how to respond to behaviour that doesn't comply with this policy.</p> <p>Always protect the privacy of employee records and data.</p> <p>Inform the Chief People Officer if you have any concerns about a breach or potential breach of this policy.</p>
Policy Owner	<p>Monitor compliance with this policy and ensure its effectiveness.</p> <p>Provide systems and training to support people's compliance with the policy.</p> <p>Review the policy regularly within agreed timeframes to ensure its relevance and effectiveness.</p>

OWNER TITLE:

DOC ID: HNZXXX

PUBLISHED: MMM YYYY

REVIEW DUE: MMM YYYY

VERSION: 1.0

IF THIS DOCUMENT IS PRINTED, IT IS VALID ONLY FOR THE DAY OF PRINTING

PAGE NO: 6 of 7

Role	Responsibilities
Chief Executive	Accountable to the Health NZ Board to make sure everyone complies with the policy.
Health NZ Board	Accountable to the Public Service Commissioner to ensure Health NZ complies with the policy.

Non-compliance with policy

26. If employees, contractors, students, interns, volunteers and visiting professionals don't comply with this Policy, Health NZ may need to take action in accordance with the Code of Conduct.
27. If a Board member doesn't comply with this Policy, they may breach their duties under the Crown Entities Act 2004, and they may be removed from the Board.

Monitor and Review

28. Key performance indicators that measure the effectiveness of this policy are incorporated into routine internal audit undertaken by, or on behalf of, the Policy Owner Related Policies, Legislation, and other documents.

Related Policies, legislation

Associated policies	Associated legislation
Diversity & Inclusion Policy	Papa Pounamu Public Service Work Programme
Code of Conduct	Employment Relations Act 2000
Bullying, Harassment & Discrimination Policy	Human Rights Act 1993
Investigation & Discipline Policy	Harassment Act 1997
Performance Management Policy	Privacy Act 2020
Recruitment Policy	Crown Entities Act (Good Employer Provision)
Health Workforce Plan	Health and Safety at Work Act 2015
Social Media Policy	

Need more information?

29. Your leader, HR Advisor, and the P&C Diversity and Inclusion team can give you context and more information about what's in this Gender Diversity Policy.
30. If you have any questions or want to talk to someone about what's included in this Policy, what a breach is, don't hesitate to speak with your leader or the P&C Diversity and Inclusion team.

OWNER TITLE:		DOC ID:	HNZXXX
PUBLISHED:	MMM YYYY	REVIEW DUE:	MMM YYYY
IF THIS DOCUMENT IS PRINTED, IT IS VALID ONLY FOR THE DAY OF PRINTING		VERSION:	1.0
		PAGE NO:	7 of 7