



Burnet Institute
Medical Research. Practical Action.



RECONCILIATION
ACTION PLAN

REFLECT



Reflect Reconciliation Action Plan

September 2021 – 2022



Acknowledgement of Country

Burnet Institute Board, staff and students recognise the Traditional Owners and Custodians of the land on which we live and work.

We are proud to acknowledge the Bunurong people of the Kulin Nations as the Traditional Owners and Custodians of the land on which our head office is located and recognise their strong and ongoing connection to Country. Recognising the ongoing impact of colonisation and intergenerational trauma on Aboriginal and Torres Strait Islander peoples, our position as a leading medical research institute demands that we strengthen our commitment to close the gap in health outcomes.

To do this, we are working to develop and maintain strong relationships with Aboriginal and Torres Strait Islander communities both locally and nationwide. Unequivocally, we need to ensure that Burnet Institute becomes a safe, respectful and inclusive workplace for First Nations people and that research initiatives pertaining to Aboriginal and Torres Strait Islander matters rest in the hands of Aboriginal and Torres Strait Islander peoples.

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Bunjil The Creator, 2021



About the Artist

Stacey is a Taungurung/Boon Wurrung woman with traditional connections to the Melbourne region.



About the Artwork

Bunjil is the creator of the Kulin nations. He takes the shape of a wedge-tailed eagle. Any guests of the Kulin nations have to follow two rules: to obey the laws of Bunjil, and to not harm the children or land of Bunjil.

Our Reconciliation Action Plan (RAP)

A key objective is the development of an institute-wide approach to culturally appropriate and safe research that is conducted with integrity, in collaboration with Aboriginal and Torres Strait Islander communities, and that makes a meaningful difference to Aboriginal and Torres Strait Islander health outcomes.

This Reflect RAP is Burnet Institute's first Reconciliation Action Plan and follows Reconciliation Australia's framework. This year-long commitment is the first official step on our reconciliation journey, and we intend to build on this by developing and improving our reconciliation activities in subsequent RAPs. Our Reflect RAP is overseen by a RAP committee consisting of Aboriginal and non-Indigenous staff under the stewardship of Burnet's Gender, Equity, Diversity and Inclusion Council (GEDI). The implementation of the plan will be carried out by staff and students of all disciplines and departments across the institute.

Our RAP Champion is Professor Brendan Crabb AC, Director and Chief Executive Officer, Burnet Institute. He is ideally placed to oversee the institute's commitment and progress in meeting RAP objectives. With his support, our new Strategic Plan will firmly embed:

The four key action areas

Relationships

Respect

Opportunities

Governance

Burnet's Reconciliation Journey To Date

- In preparation for this Reflect RAP, Burnet conducted an institute-wide survey, gauging staff and students' perspectives on the development of this RAP.
- Burnet Institute has a long history of working in close partnership with Aboriginal and Torres Strait Islander organisations such as the Victorian Aboriginal Community Controlled Health Organisation (VACCHO), on various research projects that have aimed to address issues of concern.
These have included:
 - Australian Collaboration for Chlamydia Enhanced Sentinel Surveillance 2007 – 2010
 - Eliminate Hepatitis C Partnerships - Health Promotion Working Group 2017 to present
 - Adolescent Health (various programs) - 2019 to current
- Since 2020, cultural safety training has been mandated for all staff and students at Burnet. We have approached neighbouring and like-minded organisations to collaborate with on our reconciliation journey, in particular regarding the celebration of events of significance and providing opportunities for cultural learning experiences.

Our CEO Message

It is with pleasure and humility that I present Burnet Institute's inaugural Reconciliation Action Plan (RAP).

As one of Australia's leading medical and public health research institutions, Burnet Institute works towards increasing equity, health, and wellbeing for all. In Australia equity cannot be achieved without reconciliation. Reconciliation requires strong and respectful relationships to exist between Australia's First Peoples and those who have arrived here following colonisation. Reconciliation also demands the provision of equitable opportunities for all. Only through demonstrating institutional integrity can we ensure that wrongs of the past will never be repeated.

In joining the RAP program, we are committing to making Burnet Institute a culturally safe workplace that honours and celebrates Aboriginal and Torres Strait Islander cultures, histories, knowledge, and rights. Our RAP seeks to encourage mutual learning, respect the right to self-determination, and create opportunities for capacity building within our sphere of influence.

Endorsed by Reconciliation Australia, our *Reflect RAP 2021–2022* represents a formal commitment to work towards these goals; to strengthening our relationships with Aboriginal and Torres Strait Islander people, stakeholders, and communities; to tread this path carefully, respectfully, and humbly; and to promote opportunities for equitable and equal participation of Aboriginal and Torres Strait Islander peoples in shaping our work and our world.

It is my hope that this journey will help to strengthen the respect, trust and positive relationships between Burnet Institute and Aboriginal and Torres Strait Islander peoples, and contribute to the national vision of a just, equitable and reconciled Australia.”



Professor Brendan Crabb AC
Chief Executive Officer



Reconciliation Australia Message

Reconciliation Australia welcomes Burnet Institute to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

Burnet Institute joins a network of more than 1,100 corporate, government, and not-for-profit organisations that have made a formal commitment to reconciliation through the RAP program.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. The program's potential for impact is greater than ever, with close to three million people now working or studying in an organisation with a RAP.

The four RAP types — Reflect, Innovate, Stretch and Elevate — allow RAP partners to continuously develop and strengthen reconciliation commitments in new ways. This Reflect RAP will lay the foundations, priming the workplace for future RAPs and reconciliation initiatives.

The RAP program's strength is its framework of relationships, respect, and opportunities, allowing an organisation to strategically set its reconciliation commitments in line with its own business objectives, for the most effective outcomes.

These outcomes contribute towards the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance.

It is critical to not only uphold all five dimensions of reconciliation, but also increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables Burnet Institute to deepen its understanding of its sphere of influence and the unique contribution it can make to lead progress across the five dimensions. Getting these first steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Burnet Institute, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.



Karen Mundine
Chief Executive Officer
Reconciliation Australia



Our Organisation

Established in 1986, Burnet Institute is an independent, not-for-profit, medical research institute passionate about social justice, equality and evidence-based research.

Burnet Institute is the only Australian medical research institute to be accredited as an international development agency by the Department of Foreign Affairs and Trade, and the only Australian non-government organisation to also be accredited as a Medical Research Institute by the National Health and Medical Research Council.

Burnet Institute links medical research with public health action to improve the health of priority populations throughout Australia and the world, with a geographical focus on the Indo-Pacific region. Burnet Institute employs over 400 staff across Australia, Papua New Guinea and Myanmar. Burnet Institute has an ongoing commitment to support research training and education of students at undergraduate, Honours, Masters and PhD level. These students comprise a core part of our business. Our head office is based in Melbourne, on the land of the Bunurong people of the Kulin Nation, with other offices in Papua New Guinea and Myanmar.

Our staff includes medical scientists, researchers, epidemiologists, public health professionals and educators with technical expertise in infectious diseases, sexual and reproductive health, adolescent health, maternal health, and alcohol and other drug research. One identified Aboriginal staff member is currently employed at Burnet Institute.

Our Vision

A more equitable world through better health.

Our Purpose

Create and translate knowledge into better health so no-one is left behind.

Our Strategic Research Disciplines

- Life Sciences
- Public Health
- International Development

Our Thematic Research Programs

- Disease Elimination
- Health Security and Pandemic Preparedness
- Maternal, Child and Adolescent Health



Our Vision for Reconciliation

Our vision for reconciliation is to work with and alongside Aboriginal and Torres Strait Islander peoples to improve health outcomes through research.

We recognise and honour the strength, resilience and determination of Aboriginal and Torres Strait Islander peoples in their survival and their ongoing connection to and protection of the land, waterways and sky above. The health inequities experienced by Aboriginal and Torres Strait Islander peoples are the result of historical and ongoing harm resulting from colonisation, destructive government policies, loss of land, language and culture, forced removal of children from families, racism, discrimination and intergenerational trauma.

As an institute, we strive to build and maintain strong and reciprocal relationships with the Aboriginal and Torres Strait Islander groups with which we work. We will achieve this through listening, learning and collaborating, and ensuring that initiatives are led by Aboriginal and Torres Strait Islander people wherever possible. We are committed to creating equal partnerships with Aboriginal organisations, communities and individuals that build capacity and opportunities for the self-determination of Aboriginal and Torres Strait Islander peoples. We will encourage safe, respectful and culturally appropriate research practices in and outside of Australia.

We will work alongside Aboriginal and Torres Strait Islander peoples to achieve better health outcomes by building capacity for Aboriginal and Torres Strait Islander-led research which accelerates the translation of research, discovery and evidence into sustainable health solutions. This vision of reconciliation, our actions and direction will be led and embodied from the level of the executive and board through to all staff and students at the institute.

Our Partnerships



Boon Wurrung Foundation

As Burnet Institute offices are located on Boon Wurrung country at 85 Commercial Road, Melbourne, we have established a positive working relationship with the Boon Wurrung Foundation through organising a review of our Reconciliation Action Plan actions with their representative, Gheran Yarraman Steel. We are working towards developing a Memorandum of Understanding with Boon Wurrung Foundation as our primary group for cultural consultation relating to matters specific to Boon Wurrung Country [Smoking Ceremonies, Welcome to Country].

Wurundjeri Woi Wurrung Cultural Heritage Aboriginal Corporation

As Burnet is located on land that is contested by the Wurundjeri/Woi Wurrung community, a relationship has been established with Elders at the Wurundjeri Woi Wurrung Aboriginal Corporation for consultation on our Reconciliation Action Plan and how we might move towards reconciliation in Victoria. We will maintain this relationship and organise Welcome to Country ceremonies when significant events hosted by Burnet Institute take place on Wurundjeri country.

Victorian Aboriginal Community Controlled Health Organisation (VACCHO)

Burnet Institute regularly partners and collaborates with VACCHO on the development and delivery of sexual health programs, adolescent health programming, and cultural safety training.

Burnet Institute Director and CEO, Professor Brendan Crabb AC is on the advisory board for establishing the Victorian Aboriginal Research Accord Project led by VACCHO.

Victorian Aboriginal Health Service (VAHS)

We have a long track record of partnering with VAHS to develop and support the implementation and evaluation of their health programs. These include:

- HIV education and training
- Hepatitis C treatment programs
- Sexual Health Screening

National Aboriginal Community Controlled Health Organisation (NACCHO)

Burnet Institute's partnership with NACCHO extends across the following programs:

- Representation on EC Australia: Eliminate Hepatitis C Partnership (ECA), Aboriginal & Torres Strait Islander Program, National Leadership Group programs
- NACCHO has representation on EC Australia's Executive Committee (Deputy CEO)
- Burnet Institute and NACCHO collaborated for World Hepatitis Day 2021. A joint media release was published to promote Australia's target to eliminate hepatitis C - a call to arms to the Aboriginal community controlled health sector. We hosted an online trivia event with NACCHO member services and recorded radio interviews on Haywire and National Indigenous Radio Services.

Aboriginal Health Council of Western Australia (AHCWA)

Burnet Institute is funding a project focused on enhancing hepatitis C treatment in the WA local community, involving a partnership with AHCWA as part of the Eliminate Hepatitis Australia (ECA) Partnership.

Aboriginal Leadership Committee for Eliminate Hepatitis C Australia (ECA)

A recently established Aboriginal Leadership Committee for the Burnet Institute-led Eliminate Hepatitis C Australia (ECA) partnership involves:

- The University of Queensland (UQ)
- National Aboriginal Community Controlled Health Organisation
- State and Territory affiliates of NACCHO (VACCHO, AHCWA and AHCSA)
- Local Aboriginal Community Controlled Health Organisations.

South Australian Aboriginal Health Medical Research Institute (SAHMRI)

SAHMRI and Burnet Institute share a partnership through research around adolescent health. Burnet/SAHMRI have developed policy priority areas and recently funded a project to develop a roadmap for action around Aboriginal and Torres Strait Islander adolescent health. This work is led by Associate Professor Peter Azzopardi and maintains a strong and continuing relationship in this area.

Ilbjerri Theatre Company

We have supported performances by the Ilbjerri theatre company and are involved in a steering committee for their ongoing Blood Borne Virus/Sexually Transmitted Infection related performances.

Maim Nayri Wingara – Indigenous Data Sovereignty Collective

RAP committee members have reached out to Maim Nayri Wingara to express interest in adopting the Indigenous Data Sovereignty Collective key principles to apply to research methodology.

Muru Office Supplies

RAP committee members have engaged Muru Office Supplies to develop quotes and gather information to begin progressing a Burnet Institute procurement policy that prioritises the purchasing of goods from Aboriginal and Torres Strait Islander vendors.

POCHE Centre for Indigenous Health, University of Queensland

In partnership with Burnet, the POCHE Centre for Indigenous Health administers the EC Australia Aboriginal Health Program. Professor James Ward, Director of the POCHE Centre is a current serving member on the EC Australia executive committee.

The Torch Project, Victoria

The RAP committee has consulted with artists at The Torch Project and commissioned Aboriginal artwork for our office, and for digitalised formats for use in style guides, reports and our website. The Torch Project provides art, cultural and industry support to First Nations people with (current or past) experience of incarceration in Victoria and aims to reduce recidivism and reincarceration.

Internal Activities and Initiatives

- We are building relationships with Boon Wurrung and Woi Wurrung communities.
- We are engaging with neighbouring health services and medical research organisations, including establishing relationships with Aboriginal Hospital Liaison Officers. Through these partnerships we aim to share resources and coordinate reconciliation activities throughout the year.
- Burnet is fortunate to have Professor Sandra Eades, a Noongar woman and the first Aboriginal medical practitioner to be awarded her Doctorate of Philosophy, join our Board of Directors in 2020.
- We are aiming to establish an institute-wide procurement policy that prioritises the purchasing of office supplies from suppliers supported by Supply Nation.
- Catering has now been arranged for future functions to come from one of three Aboriginal or Torres Strait Islander catering companies.

Relationships

| Actions | Deliverable | Time | Responsibility |
|---|---|-----------|--|
| 1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations. | 1.1 Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area and sphere of influence. | Mar 2022 | RAP committee members |
| | 1.2 Strengthen relationships with Boon Wurrung Foundation and Wurundjeri/ Woi Wurrung Cultural Heritage Aboriginal Corporation. | Mar 2022 | Chair, Gender Equity, Diversity and Inclusion (GEDI) Council |
| | 1.3 Consult with key Aboriginal and Torres Strait Islander stakeholders to develop best practice and principles for Burnet Institute. | Mar 2022 | Chair, GEDI Council |
| | 1.4 Research and promote best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations. | Mar 2022 | Chair, GEDI Council |
| | 1.5 Build strong relationships with Aboriginal and Torres Strait Islander stakeholders and organisations as a foundation for the co-design and implementation of prospective research projects. | Sept 2022 | Program Directors and Discipline Heads |
| | 1.6 Map how Burnet Institute can best harness relationships to have optimal impact. | Sept 2022 | Program Directors and Discipline Heads |
| | 1.7 Collaborate with Aboriginal and Torres Strait Islander organisations and researchers in the development, implementation and evaluation of health and research programs. | Sept 2022 | Program Directors and Discipline Heads |
| | 1.8 Engage in community consultations to understand the acceptability of diagnostics, vaccines, and medications in development at Burnet Institute, for Aboriginal and Torres Strait Islander communities. | Sept 2022 | Discipline Heads |
| | 1.9 Review Burnet's past involvement in and conduct of First Nations health research and programs, and ensure future research is led by Aboriginal and Torres Strait Islander researchers. Privilege supporting Aboriginal and Torres Strait Islander research capacity within existing organisations where possible. | Mar 2022 | Deputy Director, Programs |

| Actions | Deliverable | Time | Responsibility |
|--|--|----------------------|---|
| 2. Build relationships through celebrating National Reconciliation Week (NRW) | 2.1 Circulate Reconciliation Australia's National Reconciliation Week (NRW) resources and reconciliation materials to our staff and students. | 27 May to 3 Jun 2022 | Executive General Manager, Marketing and Communications |
| | 2.2 RAP Working Group members participate in an external NRW event. | 27 May to 3 Jun 2022 | RAP committee members |
| | 2.3 Encourage and support staff, students and senior leaders to participate in at least one external event to recognise and celebrate NRW. | 27 May to 3 Jun 2022 | Executive General Manager, Marketing and Communications |
| 3. Promote reconciliation through our sphere of influence | 3.1 Formalise and communicate our commitment to reconciliation in the Burnet Institute strategic plan and engage staff and students in an ongoing dialogue through updates on reconciliation progress, including via institute-wide events and seminars; annual institute wide surveys; internal communication platforms including our notice board (The HUB). | Nov 2021 | RAP Champion and Chief Executive Officer |
| | 3.2 Communicate our commitment to reconciliation to the public through public endorsement of our RAP and publicising our support for the Uluru Statement from the Heart through internal and external communication platforms. | Jun 2022 | Executive General Manager, Marketing and Communications |
| | 3.3 Identify and approach external stakeholders that our organisation can engage with on our reconciliation journey. | Dec 2021 | Chair, GEDI Council |
| 4. Promote positive race relations through anti-discrimination strategies | 4.1 Research best practice and policies in areas of race relations and anti-discrimination, through consultation with key Aboriginal and Torres Strait Islander stakeholders. | Jun 2022 | RAP Manager and Human Resources Manager |
| | 4.2 Conduct a review of human resource (HR) policies and procedures to identify existing anti-discrimination provisions, and future needs. | Jun 2022 | Human Resources Manager |

Respect

| Actions | Deliverable | Time | Responsibility |
|--|---|------------------|---|
| 5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning | 5.1 Develop mechanisms for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation. | Mar 2022 | Chief Operating Officer |
| | 5.2 Conduct a review of cultural learning needs within our organisation. | Annually in June | Human Resources Manager |
| | 5.3 Engage a mechanism to deliver cultural safety training to new staff and students, and offer refresher courses to everyone. Provide opportunities for feedback to improve these processes. | Jun 2022 | Human Resources Manager |
| | 5.4 Organise regular cultural experiences for staff (i.e. Dadirri practice, bush food/medicine walks, botanical gardens, visit Bunjilaka exhibition at the Melbourne Museum). | Sept 2022 | RAP committee members |
| | 5.5 Be involved in advocacy work to help improve health and wellbeing outcomes for Aboriginal and Torres Strait Islander people, such as producing position statements or responding to inquiries on issues such as the over-incarceration of Aboriginal and Torres Strait Islander people or 'Raising the Age' campaign. | Sept 2022 | Program Directors and Discipline Heads |
| 6. Develop culturally safe and appropriate research guidelines | 6.1 Develop a guidance document on conducting research when Aboriginal and Torres Strait Islander peoples, the corresponding data, or intellectual property, are included in studies conducted at the Burnet Institute. | Oct 2021 | RAP committee members and Burnet Seed Funding team |
| 7. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols | 7.1 Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation's operational area. | Sept 2022 | RAP committee members and Executive General Manager, Marketing and Communications |
| | 7.2 Increase staff and students' understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols. | Sept 2021 | RAP committee members and Human Resources Manager |

| Actions | Deliverable | Time | Responsibility |
|--|--|---------------------------|---|
| 7. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols <i>continued</i> | 7.3 Develop approaches to support the development of staff and student competency in Acknowledgement of Country protocols. | Sept 2022 | RAP committee members and Human Resources Manager |
| | 7.4 Develop a guidance note/policies for the proceedings of important meetings and events, to ensure that cultural protocols are being observed. | Sept 2021 | RAP Manager and Executive General Manager, Marketing and Communications |
| | 7.5 Recognise and celebrate days of significance. | Sept 2022 | RAP Champion and Executive General Manager, Marketing and Communications |
| 8. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week | 8.1 Raise awareness and share information among our staff about the meaning of NAIDOC Week and raise awareness more broadly through Burnet Institute Facebook and Website. | Annually NAIDOC week July | RAP committee members and Executive General Manager, Marketing and Communications |
| | 8.2 Introduce our staff and students to NAIDOC Week by promoting external events in our local area. | Annually NAIDOC week July | RAP committee members and Executive General Manager, Marketing and Communications |
| | 8.3 RAP Working Group to participate in an external NAIDOC Week event and to encourage other staff and students to participate where appropriate. | Annually NAIDOC week July | RAP committee members |
| | 8.4 Encourage opportunities for staff and students to engage with Aboriginal and Torres Strait cultures, histories, storytelling, art and music to build respect. | Sept 2022 | Deputy Director, People |
| 9. Consider authenticity of messaging | 9.1 Explore the opportunity to engage an Aboriginal or Torres Strait Islander freelancer or consultant with experience in communications and establish a mutually beneficial relationship. | Jun 2022 | Executive General Manager, Marketing and Communications |

Opportunities

| Actions | Deliverable | Time | Responsibility |
|---|---|-----------|--|
| 10. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning | 10.1 Support a business case for Aboriginal and Torres Strait Islander employment within our organisation, in consultation with existing Aboriginal and Torres Strait Islander staff, students and local community. | Sept 2022 | Chief Operating Officer Deputy Directors Executive |
| | 10.2 Learn from other organisations who have developed HR recruitment/retention strategies for increasing the employment rates of Aboriginal and Torres Strait Islander employees (e.g. Deakin, Menzies School of Health Research). | Mar 2022 | Human Resources Manager |
| | 10.3 Increase the number of Aboriginal and Torres Strait Islander identified roles at Burnet. | Dec 2022 | Deputy Director, People |
| | 10.4 Ensure the workplace is culturally safe, with embedded staff and student training opportunities. | Jun 2022 | Chief Executive Officer |
| | 10.5 Ensure job vacancies effectively reach Aboriginal and Torres Strait Islander stakeholders. | Feb 2022 | Human Resources Manager |
| | 10.6 Increase the percentage of Aboriginal and Torres Strait Islander staff employed in our workforce. | Dec 2022 | Deputy Director, People |
| | 10.7 Provide a meaningful mentoring program for new Aboriginal and Torres Strait Islander employees. | Dec 2022 | Human Resources Manager |
| | 10.8 Build understanding of current Aboriginal and Torres Strait Islander staffing to inform future employment and professional development opportunities. | Dec 2021 | Human Resources Manager |
| 11. Investigate opportunities to support Aboriginal and Torres Strait Islander scholarships | 11.1 Develop a business case for the introduction of a postgraduate Aboriginal and Torres Strait Islander scholarship/internship program. | Mar 2022 | Deputy Director, Programs |
| | 11.2 Partner with Burnet Institute's University partners such as Monash University and The University of Melbourne to develop an Aboriginal graduate/postgraduate program. | Dec 2022 | Deputy Director, Programs |

| Actions | Deliverable | Time | Responsibility |
|---|--|----------|--|
| 11. Investigate opportunities to support Aboriginal and Torres Strait Islander scholarships <i>continued</i> | 11.3 Support career and professional development opportunities for Aboriginal or Torres Strait Islanders clinical staff and students to be involved in research alongside clinical practice. | Dec 2022 | Deputy Director, People and Discipline Heads |
| | 11.4 Provide mentors for holders of scholarships or internships. | Dec 2022 | Human Resources Manager |
| | 11.5 Engage donors interested in funding scholarships. | Dec 2021 | Executive General Manager, Philanthropy and Supporter Engagement |
| 12. Ensure sustainability of financing for Aboriginal and Torres Strait Islander research | 12.1 Scope funding opportunities and develop a plan to support scholarships and research over the short, medium, and long-term. | Jun 2022 | Executive General Manager, Philanthropy and Supporter Engagement |
| 13. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes | 13.1 Updating of Institute's Procurement Policy to ensure proactive engagement and consideration of suppliers from Aboriginal and Torres Strait Islander-owned businesses. | Jun 2022 | Chief Operating Officer |
| | 13.2 Burnet Institute to become a member of Supply Nation and prioritise procurement from organisations that are listed as Aboriginal and/or Torres Strait Islander-owned. | Jun 2022 | Chief Operating Officer |
| | 13.3 Purchase an Acknowledgement of Country sign for the Burnet Institute building. | Oct 2021 | Chair, GEDI Council |

Governance

| Actions | Deliverable | Time | Responsibility |
|---|--|------------------|---|
| 14. Provide appropriate support for effective implementation of RAP commitments | 14.1 Review Terms of Reference for the Reconciliation Action Plan committee. | Annually Oct | RAP committee members |
| | 14.2 Maintain Aboriginal and Torres Strait Islander representation on the RAP committee. | Sept 2022 | RAP committee members |
| | 14.3 Mobilise the resources needed for RAP implementation. | Annually Sept | RAP Manager and Chief Executive Officer |
| | 14.4 Engage senior leaders in the delivery of RAP commitments. | Oct 2021 | Chief Executive Officer |
| | 14.5 Support Discipline Heads, Program Directors, and Working Group Heads in their roles on the RAP. | Mar 2022 | Deputy Director, People and Deputy Director, Programs |
| | 14.6 Define appropriate systems and capability to track, measure and report on RAP commitments. | Dec 2021 | RAP Manager |
| | 14.7 Delegate RAP responsibilities to other committees to: a. create a more equitable workload for RAP committee members, and; b. ensure wider representation and input from the whole of institute. | Dec 2021 | RAP Manager |
| 15. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally. | 15.1 Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia. | 30 Sept 2022 | RAP Manager |

| Actions | Deliverable | Time | Responsibility |
|---|---|-------------|----------------|
| 16. Continue our reconciliation journey by developing our next RAP | 16.1 Register via Reconciliation Australia’s website to begin developing our organisation’s Innovate RAP. | Aug 2022 | RAP Manager |





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REFLECT



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