

WORKPLACE GAMBLING POLICY

TEMPLATE

Here is an example of a workplace gambling policy. When implementing your own policy, you should take care to have the policy examined by the appropriate people including human resources staff or legal representatives.

Different workplaces will require different policies, therefore this template should be adapted to fit the needs of your specific workplace. Different workplaces will require different policies, therefore, when using this example policy it should be adapted to fit the needs of your specific workplace.

At **(insert company name)**, we care about the physical and mental engagement of our employees.

At **(insert company name)**, we are committed to fostering a healthy and safe work environment for our employees. We have a statutory duty to ensure that our employees do not endanger their own safety or that of other employees in the workplace, through the harmful effects of problem gambling issues such as depression, debt and relationship problems. **(insert company name)** is committed to regulating the workplace environment and limiting employee exposure at work to gambling.

As a matter of policy **(insert company name)** prohibits commercial gambling at work and during working hours. **(insert company name)** prohibits visiting gambling sites on electronic communication devices such as mobile phones, computers and tablets supplied by **(insert company name)** for the purpose of work. **(insert company name)** takes measures to block gambling sites on these devices. This policy applies to all employees, including managers, contract workers and visitors to the organisation.

(insert company name) understands gambling may be an enjoyable recreational activity for many employees. If staff members choose to gamble, we advise staff members to gamble responsibly during their own time and support the responsible organisation of social gambling activities in the workplace such as charity lotteries or sweeps. Permitted gambling in the workplace may relate to, for example the Melbourne Cup or the Australian Football League, as long as events are promoted and managed in the spirit of this policy – that is to consider the health, safety and welfare of all employees.

If you are affected by a gambling problem, you are encouraged to contact **(insert company name)**'s Employee Assistance Program on **(insert EAP details)**, Gambler's Help or Human Resources. Information on problem gambling, responsible gambling and treatment services is available in **(insert those applicable - break out areas, staff room, workplace intranet, OHS area, etc)**. If you are aware that another employee is affected by gambling problems, you have a duty to respect the privacy of that person and to ensure that they are treated in a fair and reasonable manner. For further information on how to address your concerns appropriately contact Human Resources for information assistance.

If an employee requires reasonable adjustment to address personal or family issues related to gambling, we encourage the employee to discuss options with their immediate supervisor or Human Resources. **(insert company name)** has a number of options available to employees as part of our flexible work conditions policy. For help we encourage employees to contact Gamblers' Help at 1800 858 858 or go to **www.gamblershelp.com.au**.

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