



SEAPC LIMITED

DISABILITY INCLUSION POLICY



Table of Contents

1. Document Information.....	3
2. Purpose	3
3. Who the Policy Applies to.....	4
4. Responsibility and Authority for Policy and Related Standards, Procedures, & Guidelines	5
5. This Policy	6
6. Key Reference Documents	7
7. Tools related to the Policy:.....	8

I. Document Information

Title:	Disability Inclusion Policy
Approved By:	SEAPC Limited Board
Policy Owner:	SEAPC Limited Board
Policy Delegate:	Nil
Date Issued:	16 February 2024
Last Date Revised:	Nil
Last Review Date:	13 May 2024
Next Review Date:	January 2026
Version Number:	1.0
Publication Status:	Internal Use and External Use

2. Purpose

2.1 This document aims to delineate SEAPC Limited's (referred to as SEAPC) dedication to safeguarding, advocating for, and preserving the human rights and fundamental freedoms of individuals with disabilities. This commitment aligns with SEAPC's overarching strategy, "Our Vision," as well as international statutes such as the United Nations Convention on the Rights of Persons with Disabilities (UN CRPD) and Australia's domestic legislation. SEAPC's disability inclusion policy serves as a testament to this dedication, illustrating how inclusion will be prioritised and implemented across both domestic and international initiatives, including those supported by SEAPC, as well as within our organisational framework. SEAPC pledges to ensure that all individuals, regardless of disability, have equitable access to information and the opportunity to choose to support SEAPC. This policy encompasses all SEAPC personnel, including board members, employees (both permanent and casual, as well as contracted employees and volunteers), and contractors, as well as personnel from partner organisations.

3. Who the Policy Applies to

TABLE 1

		Applicable?	Extent of application:
Our Board members		Yes	
Our employees:	Permanent	Yes	
	Casual	Yes	
	Fixed-term contract employees	Yes	
	Secondees	Yes	
Volunteers		Yes	
Agency staff		Yes	
Consultants*, whether individuals or organisations		Yes*	
Service or goods providers		Yes*	
Partner organisations * (e.g. other Non for Profits or NGOs)		Yes*	
Supporters or public in general		Yes	(May make a Complaint)
Other:		Yes	

*Also includes the people who work for them including any of their board member, employee, consultant, etc.

4. Responsibility and Authority for Policy and Related Standards, Procedures, & Guidelines

4.1 The designated Senior Leader, recognized as the Leadership Owner of the Policy, holds:

The overarching responsibility for the Policy, including ensuring that all parties listed below fulfill their respective duties and authorities as outlined.

A specific responsibility to oversee the regular review of the Policy within the prescribed timeframe.

The table below delineates the roles and responsibilities for the specified actions, including:

Those tasked with recommending actions, including reporting incidents when applicable.

Individuals to be consulted regarding actions.

Authorities empowered to decide (including approval) on actions.

Persons entrusted with the responsibility and authority to execute (which encompasses all necessary actions) the respective actions.

TABLE 2

	Implementing the Policy and related standards, procedures, and guidelines	Amending the Policy:	Amending the related standards, procedures and guidelines:	Responding to and dealing with incidents (including non-compliance)
Recommend	Not applicable	Any stakeholders	Any stakeholders	Any stakeholders
Consult	Relevant staff member	GM/Head of Risk	GM	CEO
Decide	CEO	CEO	GM	Department Managers
Perform	GM	GM	GM	GM

5. This Policy

- 5.1 SEAPC is dedicated, through this policy, to supporting resolution that integrates disability into existing policies. This commitment extends to endorsing the International Convention on the Rights of Persons with Disabilities, the Australian Human Rights Act, and the Victorian Charter on Human Rights. SEAPC prioritises intentional inclusion and the full, equitable, and meaningful participation of individuals with disabilities within its organisation, the programs it supports, and among SEAPC supporters.
- 5.2 Aligned with SEAPC’s vision “to raise the next generation committed to building God’s kingdom,” SEAPC commits to building upon the foundations established by SEAPC in Vision. This includes aligning with SEAPC Policy and Guidance to ensure the inclusion of children with disabilities. SEAPC recognises that children with disabilities are among the most vulnerable globally and asserts that all aspirations for child well-being must encompass children with disabilities.
- 5.3 As a Christian organisation, SEAPC holds inclusion and equity for persons with disabilities as central to its Christian witness. SEAPC’s core values affirm God’s love for all people without discrimination, guiding its commitment to respecting the dignity, uniqueness, and intrinsic worth of every person across all ministries and programming activities.
- 5.4 SEAPC fully supports disability inclusion across all operational areas. Endorsing the UN Convention on the Rights of Persons with Disabilities, SEAPC recognises the equal rights and value of all individuals, including those with disabilities. Upholding the principle of “Nothing About Us Without Us,” SEAPC emphasises the importance of considering the views, concerns, experiences, and contributions of people living with disabilities in all relevant matters.
- 5.5 Understanding that attitudinal, environmental, and institutional barriers are significant contributors to disability, SEAPC advocates for a twin-track approach to disability inclusion in programming. This approach aims to ensure equal participation and benefit for persons with disabilities and promotes awareness, empowerment, and comprehensive accessibility as core principles of rights-based disability-inclusive development.
- 5.6 SEAPC acknowledges the intersectionality of discrimination faced by persons with disabilities and commits to an intersectional approach that promotes both gender equality and disability inclusion with equal intentionality.
- 5.7 Recognising that societal barriers can hinder the rights of persons with disabilities, SEAPC supports initiatives that empower all community members, including those with disabilities. SEAPC advocates for partnerships with Disabled People’s Organisations (DPOs) and relevant

authorities to raise awareness, remove barriers, and facilitate the full, equal, equitable, and meaningful participation of persons with disabilities in humanitarian assistance and development programs.

- 5.8 To implement its Disability Inclusion Policy, SEAPC commits to ensuring an inclusive, accessible, and safe work environment, free from discrimination, for all employees, volunteers, and collaborators. Additionally, SEAPC pledges to address, analyse, and remove barriers to disability inclusion in all programs, promoting the full participation of persons with disabilities in program design, implementation, monitoring, and evaluation.
- 5.9 SEAPC further commits to engaging and partnering with community-based national communities to promote disability awareness and empowerment, advocating for the rights of persons with disabilities.
- 5.10 Finally, SEAPC commits to conducting regular self-assessments to evaluate its disability inclusion efforts and to develop, implement, and review standards, guidelines, and practices in support of its Disability Inclusion Policy.

6. Key Reference Documents

- 6.1 Guidelines on Inclusion of Persons with Disabilities, December 2011.
- 6.2 [https://www.wvcentral.org/community/disability/Documents/Guidelines,%20Policies%20and%20Manuals%20\(WV\)/Guidelines%20on%20Inclusion%20of%20Persons%20with%20Disabilities.pdf](https://www.wvcentral.org/community/disability/Documents/Guidelines,%20Policies%20and%20Manuals%20(WV)/Guidelines%20on%20Inclusion%20of%20Persons%20with%20Disabilities.pdf)
- 6.3 Disability Mainstreaming DADD (DO – Assure – Don’t Do), March 2012.
- 6.4 [https://www.wvcentral.org/community/disability/Documents/Guidelines,%20Policies%20and%20Manuals%20\(WV\)/Disability%20DADD%20-%20March%202012.pdf](https://www.wvcentral.org/community/disability/Documents/Guidelines,%20Policies%20and%20Manuals%20(WV)/Disability%20DADD%20-%20March%202012.pdf)
- 6.5 Strategic Guidance for Disability Inclusion, January 2014
- 6.6 [https://www.wvcentral.org/community/disability/Documents/Guidelines,%20Policies%20and%20Manuals%20\(WV\)/Disability%20CoP%20Strategic%20Guidance%20for%20Disability%20Inclusion.pdf](https://www.wvcentral.org/community/disability/Documents/Guidelines,%20Policies%20and%20Manuals%20(WV)/Disability%20CoP%20Strategic%20Guidance%20for%20Disability%20Inclusion.pdf)
- 6.7 Traveling together: How to include disabled people on the main road of development, 2010.
- 6.8 [https://www.wvcentral.org/community/disability/Documents/Guidelines,%20Policies%20and%20Manuals%20\(WV\)/Travelling_together\[1\].pdf](https://www.wvcentral.org/community/disability/Documents/Guidelines,%20Policies%20and%20Manuals%20(WV)/Travelling_together[1].pdf)

6.9 WVI Transformational Development Policy (which includes disability) revised November 2017

United Nations Convention on the Rights of Persons with Disabilities:

6.9.1 <https://www.un.org/development/desa/disabilities/convention-on-the-rights-of-persons-withdisabilities.html>

6.9.2 Australian Department of Foreign Affairs: Disability Inclusion Guidance Note:
<https://dfat.gov.au/aboutus/publications/Documents/disability-inclusive-development-guidance-note.pdf>

7. Tools related to the Policy:

7.1 WVA ANCP Guidelines (including disability inclusion guidance notes, templates and checklists)–

7.2 https://www.wvcentral.org/Grants/Pages/ANCP_Grant.asp

7.3 Disability Inclusive Development 4 all - <https://www.did4all.com.au/>

7.4 International disability and development consortium (IDDC)-
<https://iddcconsortium.net/resources-tools>,

7.5 including Disability Inclusion Toolkit for development organisations

7.6 Washington Group Questions used to identify persons with different types of disabilities for the purposes of census statistics: <http://www.washingtongroup-disability.com/>

7.7 Motivation International USA <https://www.miusa.org/resources>

7.8 CBM- <https://www.cbm.org/Publications-252011.php>



END OF DOCUMENT