

# Defence Instruction (General) PERS 35-3 (Part)

## 3 DI(G) PERS 35-3

### *Management and reporting of unacceptable behaviour*

## **PART ONE—ROLES, RIGHTS AND RESPONSIBILITIES**

### **Introduction**

12. Everyone in Defence is required to be treated with respect, fairness and without harassment. Values underpin relationships and behaviour. Values-based behaviour in Defence requires everyone to accept personal responsibility and accountability for their actions and to think clearly about the consequences of their actions for Defence.

### **All Defence personnel**

13. Defence personnel have a responsibility to take all reasonably practicable steps to protect the health and safety of themselves and others in the workplace. Consistent with this requirement, all Defence personnel must:

- a. behave in a way that upholds the Defence Values, and in addition ADF members must comply with the Navy, Army or Air Force Values (as appropriate) and the [DFDA](#), or for APS employees, the APS Values and Code of Conduct;
- b. question colleagues whose behaviour toward themselves or others they perceive, or they believe may be perceived to be unacceptable;
- c. promptly report to their supervisor, commander or manager (as appropriate), incidents of unacceptable behaviour that are beyond their ability or authority to manage;
- d. monitor their own behaviour and attitude to minimise causing offence; and
- e. be cognisant of equity and diversity principles and complete the mandatory equity and diversity training.

Defence personnel found to have engaged in, contributed to, ignored, assisted, or personally encouraged unacceptable behaviour may be held personally responsible.

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