# Action Plan – Key decision makers

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| 4A’s Framework | Action | Timeframe | Stakeholders | Resources required | Priority | Status Tracking |
| *Area of Impact* | *I am going to….* | *I will do this by….* | *Who should be consulted? Informed?* | *What resources are required?* | *High*  *Medium*  *Low* |  |
| Alignment | Establish departmental network to support board governance groups and board members to understand the need for a gender parity action plan and acknowledging the business case for change in the [Deloitte Access Economics report.](https://www2.deloitte.com/au/en/pages/economics/articles/toward-gender-parity-women-on-boards-initiative.html) | 31 October 2018 | Key decision makers  Board groups  EMG  Director-General Minister | Support from DITID People and Engagement  Departmental officers who support board appointments | High | Ongoing – officers contacted |
| Establish Executive Sponsor from DITID Executive Management Group for gender parity on departmental boards | September 2019 | EMG | Executive Sponsor – Director-General | High | Done |
| Boards to include the Action Plan in their board agendas | From February 2019 | All Board members | Officers who support boards | Medium | Ongoing |
| Articulation | Communicate Departmental Action Plan | 31 October 2018 and ongoing | Office of the Minister  All Board members  EMG  Key decision makers  Industry stakeholders for portfolio areas | Support from DITID People and Engagement  Officers who support boards | High | In progress |
| Establish expectations with each board for gender parity targets through Ministerial correspondence | February 2019 | Office of the Minister  All Board members and Chairs  Industry stakeholders for portfolio areas  EMG | Support from DITID People and Engagement | High | To be embedded 2019 |
| Increase profile of female board nominations and to build networks that support gender diversity and inclusion as part of DITID Gender Equity Plan steps through targeted mentoring, networking and profiles. | Ongoing | Office of the Minister  All Board members and Chairs  DITID staff  General public | Support from DITID People and Engagement | Medium | In progress |
| Action | Prior to each board appointment, a gender profile target is identified and a key steps noted and implemented. | Ongoing | Office of the Minister  All Board members and Chairs  EMG  Director-General | Support from DITID People and Engagement  Executive Sponsor | High | In progress |
| Expectations for inclusive behaviours for boards have been identified and board members informed through ministerial correspondence. | December 2019 | Office of the Minister  All Board members and Chairs | Support from DITID People and Engagement | High | In progress |
|  | Board and body members to attend a forum/workshop at Deloitte that provides further insight into value of gender diversity, key levers and ways of advocating together to create impact. | February 2019 | Office of the Minister  All Board members and Chairs  Secretariat | Support from DITID People and Engagement  Deloitte | High | In progress |
| Accountability | Progress against gender diversity and inclusion targets is monitored, measured and reported. | Ongoing | Office of the Minister  Portfolio executive  Public Service Commission | Support from DITID People and Engagement  Support from the board members to publish results on departmental internet | Medium | In progress |
|  | Provide register for board applicants on DITID website via email | November 2018 | ODG | Support from DITID People and Engagement | High | Completed |
|  | Each board or body has a gender equity advocate | February 2019 | Board chair | Secretariat | Medium | TBC |
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