



## **COFFS COAST BUSINESS AWARDS 2025 - ENTRY QUESTIONS**

### **Category – EXCELLENCE IN DIVERSITY & INCLUSION**

You will be required to provide a 100 word biography for your business to be used for promotional purposes. As well as provide contact details and some information about the business, such as registered ABN, address etc.

#### **Excellence in Workplace Inclusion**

This Excellence in Diversity & Inclusion award recognises businesses that address the needs of a diverse community, including older persons, people from Culturally and Linguistically Diverse (CALD) backgrounds, and people with disability. An inclusive business facilitates the needs of all its employees and customers.

For example, for people with disability, there are multiple elements of inclusion that go beyond regulatory compliance to create a functional and welcoming environment. These strategies or initiatives must have a positive impact on employees, the organisation and the customer as a whole.

#### ***Award eligibility check box***

- The organisation has been trading for a continuous period of two years or more, not bankrupt or trading insolvent at the time of entry.

#### **Questions**

1. Outline your current staff level and diversity – include employees with disability, older people (over 55) and people from CALD backgrounds – Maximum word count: 200
2. Identify and describe your positive and/ or proactive inclusive practices within the business that go beyond regulatory compliance – Maximum word count: 350
3. Describe your HR and employment hiring practices that demonstrate your commitment to being an inclusive employer. Maximum word count: 350
4. Identify and describe how your business has created an accessible and inclusive environment that is welcoming for customers with disability, seniors and people from CALD backgrounds. Maximum word count: 400

5. Explain why your business embarked on being more accessible and inclusive and describe what further actions you will take in the future to becoming more accessible and inclusive to employees and customers.  
Maximum word count: 400

- Once you have answered these questions go to the application 'enter now' section of the website and follow the instructions.
- You will use your email account to upload your completed Entry Forms.
- You must also submit 1 landscape image in JPG format.