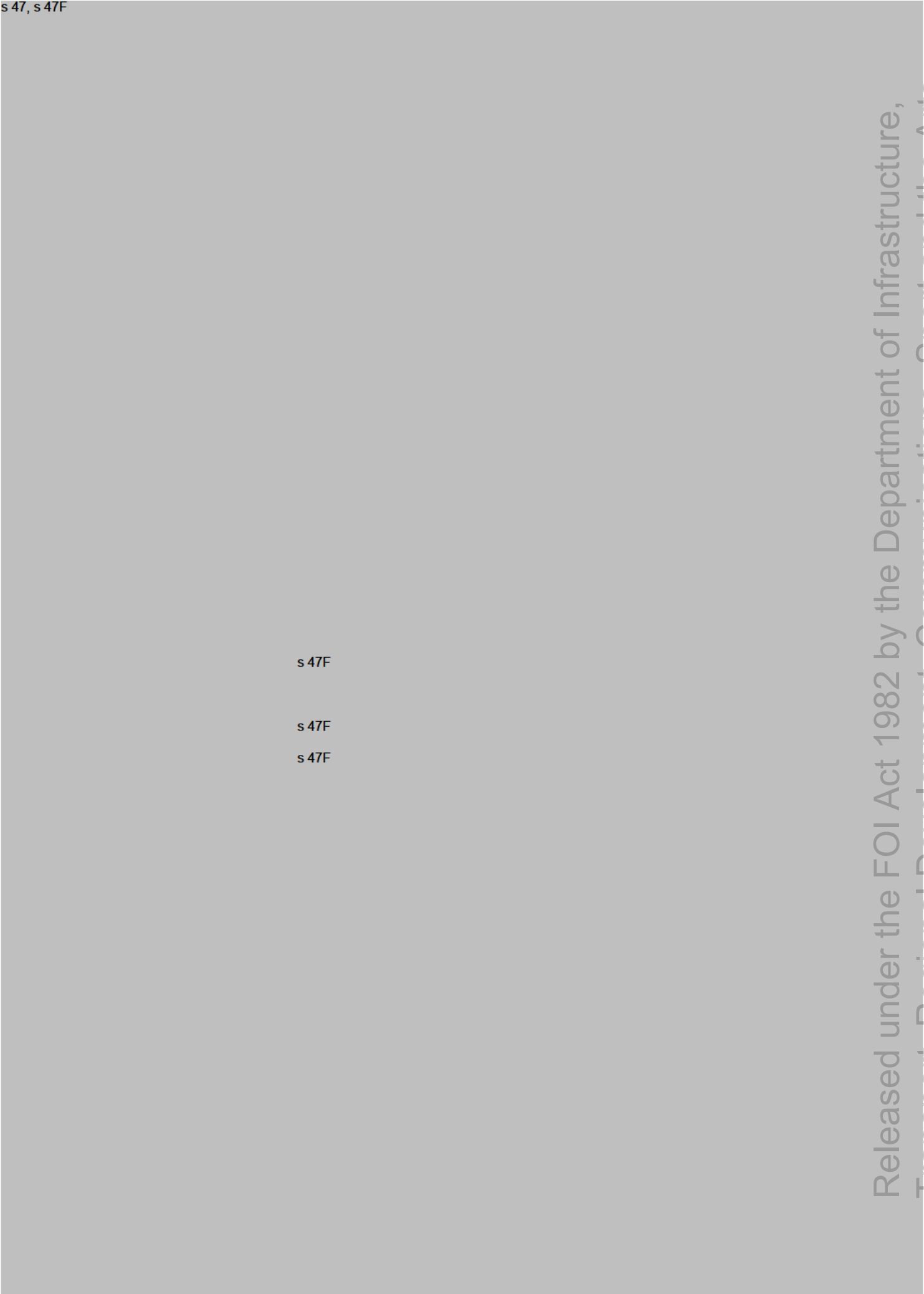


s 47, s 47F



s 47F

s 47F

s 47F

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Part 1 – Potential Supplier's Details

Drafting Note:

The following details will appear in the Contract should your Response be successful. The details you provide should be for the legal organisation that would be the Supplier under the Contract.

1.1. Potential Supplier's Details

Organisation's Full Legal Name:	The Social Research Centre Pty Ltd
Legal Entity Type:	☐ Individual/Sole Trader ☐ Partnership ☒ Company ☐ Sole Director Company ☐ Trust (see note below) ☐ Educational Institution (see note below) ☐ Other (please state):
NOTE FOR TRUSTS: If the Potential Supplier is trading as a trust , please provide details of the relevant trust (and trustee) including a copy of the relevant trust deed (including any variations to that deed) as an attachment to this Response.	
NOTE FOR EDUCATIONAL INSTITUTIONS: If your Response is successful, prior to entering a Contract you will be required to provide details of any enabling legislation as well as details of any delegations or other authorisations that are relevant to the execution of a contract.	
Potential Supplier Entity's Country of Tax Residency:	Australia
Potential Supplier's Ultimate Parent Entity's Country of Tax Residency:	Australia
Australian Business Number (ABN):	91 096 153 212
Australian Company Number (ACN):	096 153 212
Australian Registered Body Number (ARBN):	NA
Registered Address:	Level 5, 350 Queen Street Melbourne Vic. 3000

1.2. Previous Judicial Decisions

Has your organisation, or where relevant any of its directors, ever had a judicial decision against them (not including decisions under appeal) relating to employee entitlements or engaged in practices that have been found to be dishonest, unethical or unsafe?	☐ Yes, see below. ☒ No
--	--

1.3. Workplace Gender Equality

Is your organisation classified as a 'relevant employer' under the Workplace Gender Equality Act 2012 (the WGE Act)? See https://www.wgea.gov.au/about	☒ Yes, I am a relevant employer ☐ No, I am not a relevant employer
--	--

If yes, you are required to provide a current letter of compliance with the WGE Act prior to entering into a contract. Have you provided a letter of compliance with this Response?	☒ Yes ☐ No, I will provide a current letter of compliance prior to contract
---	---

1.4. Indigenous Businesses

Is your organisation: 50% or more Indigenous owned? - a joint venture that is 50% or more indigenous owned which can demonstrate equal indigenous representation and involvement in the management of the joint venture?	☐ Yes – see question below. ☒ No – proceed to section 1.5.
Is your organisation registered on Supply Nation?	☐ Yes ☐ No – see note below ☐ Not Applicable
NOTE: Please provide a certificate or letter from a recognised Indigenous organisation such as Land Council, Indigenous Chamber of Commerce or Office of the Registrar of Indigenous Corporations verifying Indigenous ownership.	

1.5. Australian Business

Is your organisation: - a business, including any parent business, that: - has 50% or more Australian ownership, or is principally traded on an Australian equities market; and - is an Australian resident for tax purposes; and - a business that has its principal place of business in Australia. Further guidance is available at: www.finance.gov.au/australian-business	☐ Yes – see note below. ☒ No – proceed to section 1.6.
NOTE: The Supplier acknowledges that the giving of false or misleading information to the Commonwealth is a serious offence under section 137.1 of the schedule to the Criminal Code Act 1995 (Cth). The Customer may request information from you to confirm your organisation meets the definition of Australian business.	

1.6. Potential Supplier's Contract Manager

For matters relating to the proposed Contract, the Potential Supplier's Contract Manager will be:

Name:	s 47F
Position Title:	Director, People + Society Sector
Telephone:	s 47F
Mobile:	s 47F
Email Address:	s 47F @srcentre.com.au
Postal Address:	Level 5, 350 Queen Street Melbourne VIC 3000

1.7. Potential Supplier's Address for Notices (if different from the Contract Manager)

Name:	s 47F
Position Title:	Research Coordinator
Email Address:	info@srcentre.com.au
Postal Address:	PO Box 13328, LAW COURTS VIC. 8010

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Pages 166 to 248 (Document 4) removed in their entirety as exempt in full under section 47 and partially exempt under section 47F of the FOI Act.

Appendix 2: WGEA letter of compliance

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CERTIFICATE OF COMPLIANCE WITH THE WORKPLACE GENDER EQUALITY ACT 2012

I am pleased to advise that The Social Research Centre Pty Ltd (ABN: 91096153212) is **compliant** with the Workplace Gender Equality Act 2012 (the Act) for the 2024-25 Gender Equality Reporting program.

This certificate forms your **notice of compliance with the Act** until replaced with a new certificate of compliance for the next reporting program..

Kind regards
s 47F

s 47F

Chief Executive Officer
Workplace Gender Equality Agency

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[Portal login](#)



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Workplace Gender Equality Agency



@wgeagency



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Australian Government

Response to Approach to Market to procure the services of an organisation to design and develop the National Media Literacy Strategy

ATM Reference ID: 10031678

This Response will be prepared and lodged in accordance with the Minimum Content and Format requirements as set out in A.A.1 [Key Information and Dates].	☒ Yes ☐ No: Do not proceed as your Response will not be eligible for further consideration
This Response will demonstrate our ability to meet the Conditions for Participation as set out in A.A.1 [Key Information and Dates].	☒ Yes ☐ No: Do not proceed as your organisation will not have the ability to fulfil the requirements of the procurement.

Potential Supplier's Contact Officer

For all matters relating to this Response, the Potential Supplier's Contact Officer is:

Potential Supplier Name:	University of Canberra
Contact Name:	s 47F
Position:	Professor of Communication, News and Media Research Centre, Faculty of Arts and Design
Telephone:	s 47F
Email Address:	s 47F @canberra.edu.au
Postal Address:	11 Kirinari Street, Bruce ACT 2617

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Part 1 – Potential Supplier's Details

1.1 Potential Supplier's Details

Organisation's Full Legal Name:	University of Canberra
Legal Entity Type:	☐ Individual/Sole Trader ☐ Partnership ☐ Company ☐ Sole Director Company ☐ Trust (see note below) ☒ Educational Institution (see note below) ☐ Other (please state):
NOTE FOR TRUSTS: If the Potential Supplier is trading as a trust , please provide details of the relevant trust (and trustee) including a copy of the relevant trust deed (including any variations to that deed) as an attachment to this Response.	
NOTE FOR EDUCATIONAL INSTITUTIONS: If your Response is successful, prior to entering a Contract you will be required to provide details of any enabling legislation as well as details of any delegations or other authorisations that are relevant to the execution of a contract.	
Potential Supplier Entity's Country of Tax Residency:	Australia
Potential Supplier's Ultimate Parent Entity's Country of Tax Residency:	Australia
Australian Business Number (ABN):	81 633 873 422
Australian Company Number (ACN):	N/A
Australian Registered Body Number (ARBN):	N/A
Registered Address:	11 Kirinari Street, Bruce, ACT 2617

1.2 Previous Judicial Decisions

Has your organisation, or where relevant any of its directors, ever had a judicial decision against them (not including decisions under appeal) relating to employee entitlements or engaged in practices that have been found to be dishonest, unethical or unsafe?	☐ Yes, see below. ☒ No
If yes , what was the date of discharge? <i>The Supplier acknowledges that the giving of false or misleading information to the Commonwealth is a serious offence under section 137.1 of the schedule to the Criminal Code Act 1995 (Cth).</i>	N/A <i>Note: The Customer cannot enter a contract with a supplier who has an undischarged judicial decision relating to employee entitlements.</i>

1.3 Workplace Gender Equality

Is your organisation classified as a 'relevant employer' under the Workplace Gender Equality Act 2012 (the WGE Act)? See https://www.wgea.gov.au/about	☒ Yes, I am a relevant employer ☐ No, I am not a relevant employer
--	--

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If yes, you are required to provide a current letter of compliance with the WGE Act prior to entering into a contract. Have you provided a letter of compliance with this Response?	☒ Yes ☐ No, I will provide a current letter of compliance prior to contract
NOTE: If the Potential Supplier is successful in this ATM process and where the Supplier is a relevant employer under the WGE Act, the Supplier must provide evidence that it complies with its obligations under the WGE Act before commencement of any Contract and, if the term is more than 18 months, within 18 months of commencement and annually thereafter for the duration of the Contract. If the Supplier becomes non-compliant with the WGE Act during the course of the Contract, the Supplier must notify the Customer's Contact Manager in writing within 10 Business Days. Compliance with the WGE Act does not relieve the Supplier from its responsibilities to comply with its obligations under the Contract.	

1.4 Indigenous Businesses

Is your organisation: 50% or more Indigenous owned? - a joint venture that is 50% or more indigenous owned which can demonstrate equal indigenous representation and involvement in the management of the joint venture?	☐ Yes – see question below. ☒ No – proceed to section 1.5.
Is your organisation registered on Supply Nation?	☐ Yes ☐ No – see note below ☒ Not Applicable
NOTE: Please provide a certificate or letter from a recognised Indigenous organisation such as Land Council, Indigenous Chamber of Commerce or Office of the Registrar of Indigenous Corporations verifying Indigenous ownership.	

1.5 Australian Business

Is your organisation: - a business, including any parent business, that: - has 50% or more Australian ownership, or is principally traded on an Australian equities market; and - is an Australian resident for tax purposes; and - a business that has its principal place of business in Australia. Further guidance is available at: www.finance.gov.au/australian-business	☒ Yes – see note below. ☐ No – proceed to section 1.6.
NOTE: The Supplier acknowledges that the giving of false or misleading information to the Commonwealth is a serious offence under section 137.1 of the schedule to the Criminal Code Act 1995 (Cth). The Customer may request information from you to confirm your organisation meets the definition of Australian business.	

1.6 Potential Supplier's Contract Manager

For matters relating to the proposed Contract, the Potential Supplier's Contract Manager will be:

Name:	s 47F
-------	-------

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Position Title:	Manager, Research Grants and Tenders
Telephone:	s 47F
Mobile:	s 47F
Email Address:	research@canberra.edu.au
Postal Address:	Building 1, 1C144, 11 Kirinari Street, Bruce 2617, ACT

1.7 Potential Supplier's Address for Notices (if different from the Contract Manager)

Name:	As above
Position Title:	As above
Email Address:	As above
Postal Address:	As above

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Part 2 – Executive Summary

2.1 Executive Summary of Potential Supplier's Proposal

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2.2 Conditions for Participation

No conditions for participation are specified.

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Part 3 – Ability to Meet the Requirement

3.1 Detailed Proposal to Meet the Customer's Requirement

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a) Commonwealth Supplier Code of Conduct

Has the Potential Supplier ever been investigated for a potential breach, or has been found to have actually breached, the Commonwealth Supplier Code of Conduct in connection with a Commonwealth contract?	☐ Yes, see below. ☒ No
If yes, provide further details:	

UC complies with the Commonwealth Supplier Code of Conduct and can provide copies of the relevant internal policies and procedures upon request.

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b) Standards

Publications

[Internal note: Publications and reports (if any) must be drafted to comply with the current version of the Australian Government Style Manual available at: <https://www.stylemanual.gov.au>.]

We are familiar with the requirement of the Australian Government Style Manual and all our reports are in compliance with its standards.

Web content accessibility

[Internal note: The Supplier must ensure that any website, associated material and/or online publications (where applicable) complies with the Web Content Accessibility Guidelines available at: <https://www.w3.org/WAI/intro/wcag>]

The University of Canberra's Web content is designed to make them more accessible to general users and meet WCAG 2.0 guidelines. For example, we use Recite Me, a website accessibility toolbar that enables general users to customise their experience of our website so they can choose how they interact with our content and services. Key features of this Recite Me toolbar include:

- Translation and language support: the toolbar supports over 100 languages, enabling users to read content in their preferred language. It also includes a dictionary.
- Text-to-speech: the toolbar converts website text into natural-sounding speech for over 65 languages, making it easier for those with visual impairments or reading difficulties to comprehend our website content.
- Customisable reading options: Users can adjust font styles, sizes, colours, and background contrasts to suit their preference, enhancing readability and reducing eye strain.
- Immersive reading experience: Users can access a screen mask to focus on specific content, eliminating distractions and improving concentration.]

In addition all N&MRC reports are published on the Australian Policy Online (APO) repository, whose policies include:

- Where possible, APO will endeavour to attach accessible and/or Easy Read format versions of resources to our records.
- APO strongly prioritises resources that are in the public domain and freely accessible, which do not require information (such as email addresses) or payment via subscriptions or institutional access.

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Part 4 – Potential Supplier’s Demonstrated Capability and Capacity

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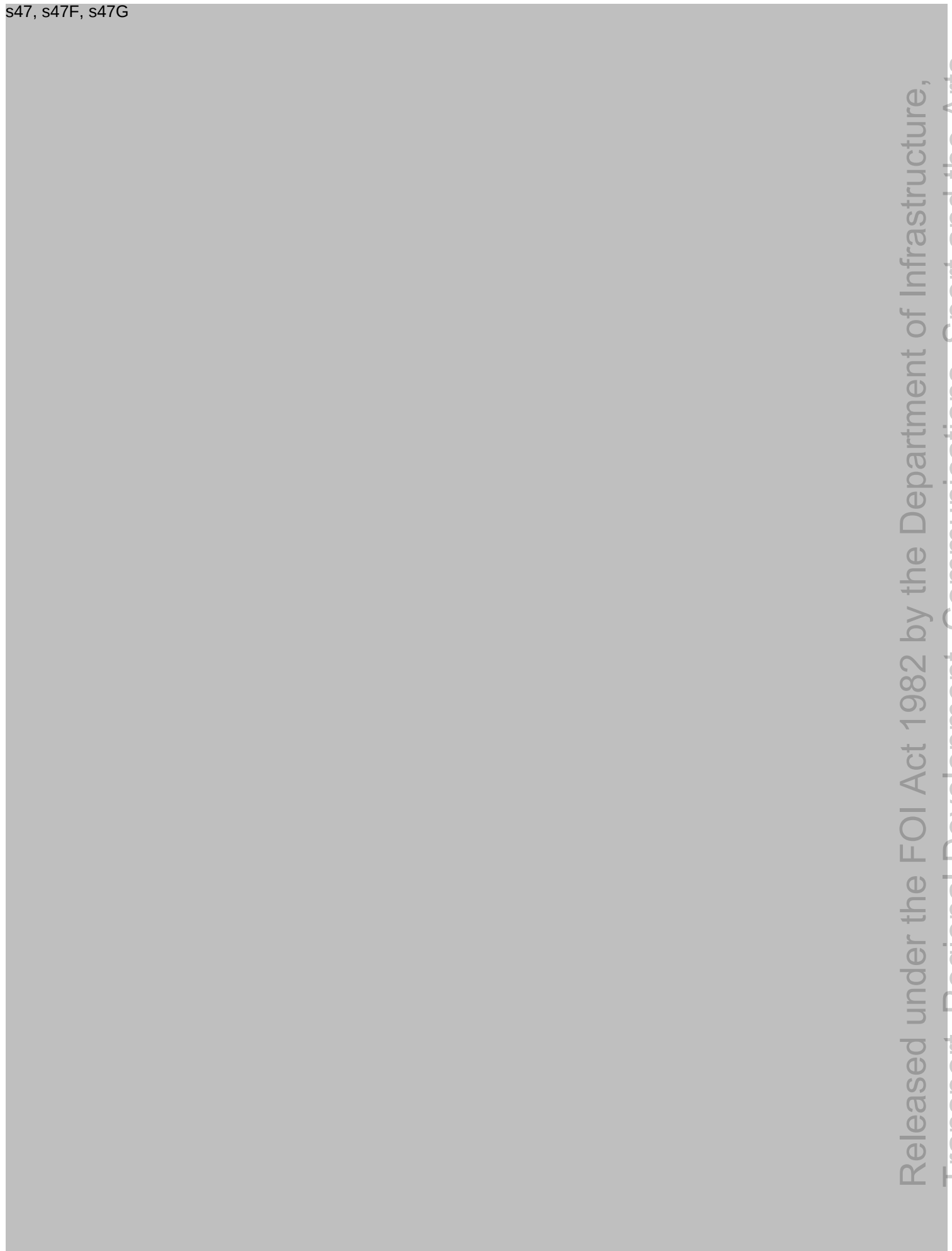


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4.2 Specified Personnel

Name	Position/Role	Current Security Clearance Level [#]	Percentage of Total Project Time
s47F	s47G		
Total personnel time			100%

[#] if requested at A.A.2(b)

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4.4 Conflicts of Interest

The Potential Supplier has identified the following potential Conflicts of Interest and management strategies:

Details	Management Strategy
N/A	

4.5 Referees

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Referee Name	Position	Organisation	Phone Number	Email Address
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s47F, s47G

4.6 Pre-existing Intellectual Property of Potential Supplier

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4.7 Confidentiality of Potential Supplier's Information

The Potential Supplier has assessed that the commercial information in the table below meets the requirements available at <https://www.finance.gov.au/government/procurement/buying-australian-government/additional-reporting-confidentiality> and is seeking that information be kept confidential.

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4.8 Proven Ability to Meet Regulatory Considerations

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The University has documented policies that cover all aspects of performance of the Contract, including but not limited to (i) work health and safety policy, (ii) child safety and wellbeing policy and procedure, (iii) fraud and corruption control plan, (iv) privacy policy, (v) responsible conduct of research policy, (vi) modern slavery policy and (vii) management of research data, primary materials and information policy.

The University has an Audit and Risk Management Committee (ARMC) which provides independent assurance, advice and assistance to the Council on the University's risk, control and compliance framework. One of the key tasks of ARMC is to monitor the University's compliance with its legislative and regulatory obligations and reviewing the University's performance in relation to work health and safety matters.

The University has demonstrated its commitment to continually improve its Occupational Health and Safety Management system (OHSMS) by maintaining certification of the new standard ISO 45001:2018 OH&S Management System Requirements. The University also has a continued period review to ensure the relevance and effectiveness of the WHS policy as well as regular internal audit of the University's current work, health and safety management system.

All our research processes reflect the Australian Code for the Responsible Conduct of Research and the National Statement on Ethical Conduct in Human Research and cover all aspects of ethical behaviour including records and recordkeeping. We regularly monitor compliance with ethics approvals and are also fully compliant with the requirements of the Commonwealth Privacy Act.

4.9 Sustainability Considerations

The University has a documented Sustainability@UC Strategy which identifies five major pathways to impact: environment and water stewardship, transition to a net zero future, embracing Indigenous knowledges, health, wellbeing and inclusion, and nurturing sustainability leaders. Our key targets in this strategy include:

- Achieving 100% renewable energy supply on UC-owned and controlled sites through onsite solar and grid renewables by 2026.
- Reducing campus energy intensity by 20% by 2032 (based on a 2024 baseline) through energy efficiency and electrification.
- Ensuring no fossil fuels in new buildings or vehicles from 2025, and no new gas assets installed from 2026.
- Encouraging low-emissions transport options, aiming for 30% public transport and 20% active transport use by staff and students by 2040.
- Introducing a building waste recycling policy by 2026 and implementing material recovery programs for cardboard, paper, metal, plastic, glass, and organics.
- Reducing plastic consumables in teaching, research, and operations, eliminating non-recyclable plastics by 2025, and demonstrating measurable reductions by 2026.

Against these targets, we have significant sustainability-related achievements in 2023-2024 which includes:

- Energy consumption: improvement of electricity and water metering across campus, continued upgrade of Building Management Systems (BMS) metering that allows granular monitoring of heating, ventilation and air conditioning (HVAC) systems.
- Renewable energy: Five of UC sites have had solar panel installations (totalling 190.48Kw), large-scale (~790MW) solar installation underway, installation of EV charging stations at key sites on campus, electrification of UC-owned or leased campus vehicles and buggies.
- Sustainable design and infrastructure: Environmental Sustainability Design Standards completed and in use for the built environment and urban realm, upgrade of street and carpark lighting to efficient LEDs, upgrade of heating and cooling systems and lighting to LED with sensors.

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- Waste management and reduction: continued work with retail outlets on campus to support removal of single-use plastics and increase biodegradable/recycleable/reusable products and packaging.

4.10 Additional Information

Fraud risk management

The University is an ACT Public Sector entity and as such, the Public Interest Disclosure Act 2012 (ACT) applies to the University. This legislation requires the University to undertake particular investigative steps and report particular types of conduct which fall outside normal complaint systems due to the level of seriousness and potential for corruption. The University does not tolerate fraud and is committed to minimising the incidence of fraud through the identification of fraud risks and the development, implementation and regular review of a range of fraud prevention and detection strategies. Our strategies include:

- 1) Having a mandatory online Delegations and Fraud Awareness Training module for staff;
- 2) Having Fraud and Corruption Control Plan, which sets out the process for managing and monitoring the University's fraud risks. This Plan forms a critical part of the University's broader Resilience Management Framework and is consistent with the Australian Standard 8001-2008 Fraud and Corruption Control;
- 3) As part of the plan above, we have set up a Fraud Risk Register to identify key fraud risk exposures across the University, together with controls in place to manage those risks;
- 4) Having clear mechanisms for preventing, detecting and responding to fraud as well as mechanisms for investigating or otherwise dealing with incidents of fraud or suspected fraud.

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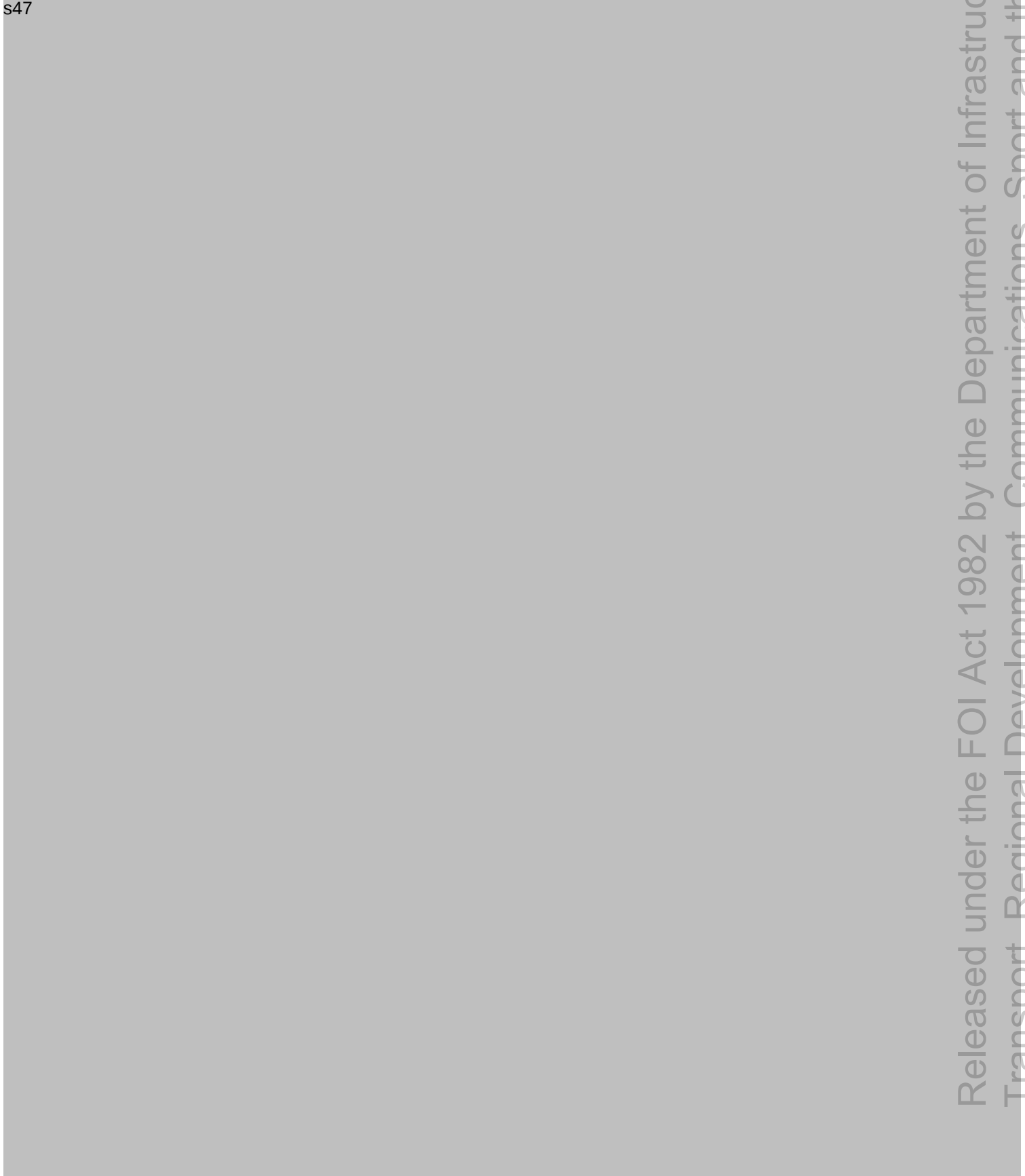
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Part 5 – Total Costs to be incurred by the Customer

5.1 Pricing

Fixed Price (including all expenses)

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Adjustment to Fixed Pricing for Contract Variation/Extension

N/A

5.2 Proposed Payment Schedule

Due Date	Milestone Description	Total Price (GST Exclusive)	GST Component	Total Price (GST Inclusive)
14 April 2026	Phase 1 Project Commencement Timeframe: 30 March-14 April Key Deliverable: Project plan and consultation plan	s47		
	s47F / s47G to conduct context and stakeholder analysis Lasta 50% total fee			
04 May 2026	Phase 2A Research: Global Best Practice Scan Timeframe: 14 April-04 May Key Deliverable: Draft research report on existing media literacy initiatives			
20 August 2026	Development and hosting online forum Key Deliverable: an functional online forum approve by UC & the Department			
30 November 2026	Phase 2B Research: Global Best Practice Scan Timeframe: 04 May-November Key Deliverable: Final research report			

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30 November 2026	Phase 3A Foundations Timeframe: 04 May-October Key Deliverable: Consultation report §47F / §47G to lead focus groups and interviews	s47
	§47G lead focus groups and interviews	
	Lasta 40% total fee	
30 November 2026	Phase 3B Interventions Timeframe: 04 May-October Key Deliverable: Consultation report	
31 January 2027	Phase 4 Strategy Creation Timeframe: November 2026-January 2027 Key Deliverable: Outline of proposed Media Literacy Strategy	
15 March 2027	Phase 5 Strategy Development Timeframe: January 2027-March 2027 Key Deliverable: Draft Media Literacy Strategy	
30 June 2027	Phase 6 Strategy Refinement Timeframe: March 2027-June 2027 Key Deliverable: Final Media Literacy Strategy, implementation recommendations	
	Lasta 10% total fee	
Total Milestone Payments		

5.3 Additional Facilities and Assistance

N/A

5.4 Non-Compliance

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OFFICIAL**CERTIFICATE OF COMPLIANCE WITH THE WORKPLACE GENDER EQUALITY ACT 2012**

I am pleased to advise that the following organisations, as listed below, are **compliant** with the Workplace Gender Equality Act 2012 (the Act) for the 2024-25 Gender Equality Reporting program:

- University Of Canberra (ABN: 81633873422)
- UCX LTD (ABN: 33119755627)

This certificate forms your **notice of compliance with the Act** until replaced with a new certificate of compliance for the next reporting program.

Kind regards,

s 47F



s 47F



Chief Executive Officer
Workplace Gender Equality Agency



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Response to Approach to Market
to procure
the services of an organisation to design and develop the
National Media Literacy Strategy

ATM Reference ID: 10031678

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Potential Supplier Name:

Where*to* Research

s 47, s 47F

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Pages 285 to 385 (Document 6) removed in their entirety as exempt in full under section 47 and partially exempt under section 47F of the FOI Act.

Part 5 – Total Costs to be incurred by the Customer

S 47

S 47

Pages 387 to 388 (Document 6) removed in their entirety as exempt in full under section 47 and partially exempt under section 47F of the FOI Act.