IGIS
OFFICE OF THE INSPECTOR-GENERAL OF INTELLIGENCE AND SECURITY

IMPLEMENTATION OF THE OFFICE OF THE INSPECTOR-GENERAL OF INTELLIGENCE AND SECURITY'S REFLECT RECONCILIATION ACTION PLAN



Acknowledgement of Country



The Office of the Inspector-General of Intelligence and Security is located on Ngunnawal and Ngambri Country.

We acknowledge the Ngunnawal and Ngambri peoples as Traditional Custodians of these lands and waterways, and the continuation of the cultural, spiritual and educational practices of Aboriginal and Torres Strait Islander peoples across Australia.

We pay our respects to Elders past and present.

Artist statement

The artwork I have made to look like a network. IGIS is in the centre, working with multiple agencies overseeing intelligence and security. In the background I have included Ngunnawal and Ngambri Country, the Brindabella Ranges and the Murrumbidgee River. I have also included the sky (top left) – this is to pay respect to the local people and to represent reconciliation. It also represents earth, sky and waterways – a connection to traditional country.

The centre circle is IGIS; the U-shapes are the workers; the outer circles are the agencies IGIS works with – they are all different but all acknowledge the people working for them. Overall the design represents IGIS's connection to the traditional owners of the lands you operate on and pays respect to the traditional owners.

About the artist

Indigenous artist Eddie Longford is a proud Wiradjuri man. He has spent the majority of his life on Ngunnawal, Ngambri and Wiradjuri Country.

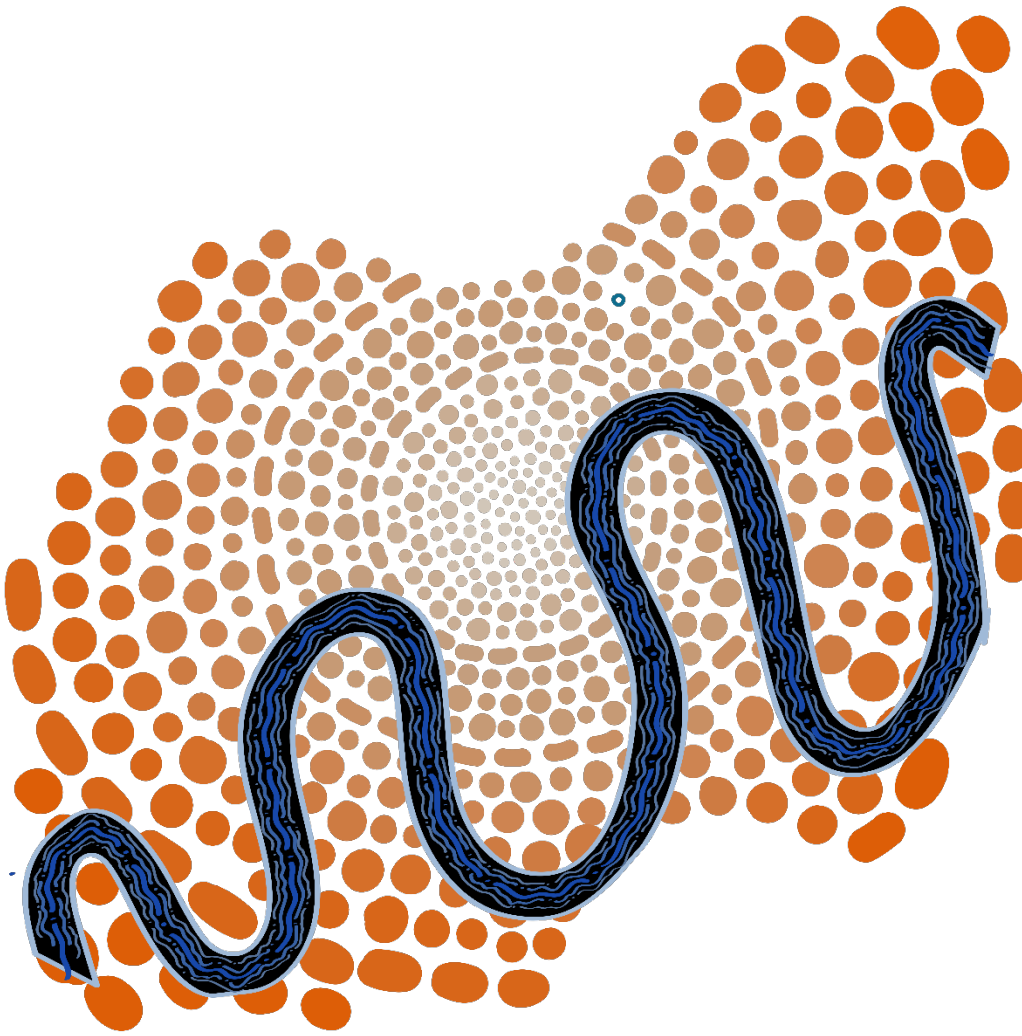
He is passionate about creating artwork that reflects the land that he grew up on and that holds great significance to his family. His art pays homage to the Ngunnawal, Ngambri and Wiradjuri traditional owners by incorporating elements of their land into his work. Eddie's artistic style is a blend of contemporary Indigenous influences, drawing from traditional styles found throughout Australia, as well as non-traditional elements and vibrant colours, giving his pieces a unique and easily recognisable character. Eddie specialises in harmonising traditional hues with bold non-traditional shades, and he takes great pride in the meticulous detail of his work.

Introduction

This report documents the actions taken by the Office of the Inspector-General of Intelligence and Security (OIGIS) as part of our inaugural Reconciliation Action Plan (RAP). While not a compulsory element of the RAP process, for the purposes of transparency we have decided to create and make public this report.

We are proud of our achievements over the life of the RAP. As an organisation of fewer than 80 staff, signing up to the significant number of actions contained within the RAP was ambitious. However, through the dedication of a core team of staff, support from senior officers, and participation of the whole office, we have achieved a great deal.

This report outlines in detail the actions taken to acquit the action items included in our RAP. All but one action has been completed in the RAP period; details as to why the action was not completed, and how we plan to complete it in future, is included.



Action taken

Relationships

The Relationships actions were grouped under four themes:

1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations
2. Build relationships through celebrating National Reconciliation Week
3. Promote reconciliation through our sphere of influence
4. Promote positive race relations through anti-discrimination strategies

All planned Relationship actions were achieved during the RAP period.

Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations

We sought to identify and engage with Aboriginal and Torres Strait Islander stakeholders and organisations within our local area and sphere of influence. We reached out to public service agencies that we regularly engage with (the Attorney-General's Department (AGD) and agencies from the National Intelligence Community (NIC)), identifying relevant contacts within those agencies that work on First Nations related initiatives. This included people in formal positions with responsibilities for RAP implementation or Diversity and Inclusion initiatives, and those that ran employee and ally networks. We found these relationships valuable for advice on RAP actions, and for gaining access to events for our staff.

We researched best practice and principles that support engagement and partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations and produced a document that outlined these principles. The principles were developed from researching the work of others and based on learnings from attendance at a Reconciliation Australia-run Learning Circle. This document was distributed to staff and made available on our agency's intranet.

Build relationships through celebrating National Reconciliation Week

We aimed to ensure that National Reconciliation Week was marked in our organisation through the sharing of information about its significance, and by encouraging staff to participate in external Reconciliation Week events. We achieved this by including information about Reconciliation Week in an email to all staff, while also sharing information about an external panel event which staff were encouraged to participate in.

We were also able to offer a limited number of staff places at an external conference running in Reconciliation Week, which covered First Nations topics in our sector. This was taken up eagerly and reports were that it was a very valuable experience. Participation involved staff at all levels and included members of the RAP Working Group and senior staff.

Promote reconciliation through our sphere of influence

We communicated our commitment to reconciliation to all staff via a launch of the RAP by the RAP Champion at an all-staff morning tea. Our commitment was reiterated regularly in all-staff updates shared within email newsletters, and also through updates at all-staff meetings. We also published our RAP to our external website, where we also added regular updates on actions taken to implement it.

We identified external stakeholders that our organisation could engage with on our reconciliation journey; this included some organisations with RAPs, and others that did not have a RAP but were interested in collaborating on initiatives that aligned with what we were trying to achieve in our reconciliation journey. We also engaged with a large number of RAP organisations at a RAP Learning Circle event which two members of the RAP Working Group attended.

Promote positive race relations through anti-discrimination strategies

The Diversity and Inclusion Committee (the Committee) researched best practice and policies in areas of race relations and anti-discrimination, which it used to inform its communications to staff on a range of initiatives to ensure communications met their intent.

The Committee also assisted the Human Resources team in reviewing policies and procedures both to identify opportunities to better support First Nations staff and also to ensure anti-discrimination provisions were captured. This found that existing policies contained anti-discrimination provisions, as well as the ability for staff to take ceremonial leave to ensure that cultural responsibilities are catered for.

Respect

The Respect actions were grouped under three themes:

1. *Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning*
2. *Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols*
3. *Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week*

All actions were either achieved or planned to be completed in the near future.

Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning

We took a number of actions to increase understanding, value and recognition of First Nations peoples in our agency. This included sharing information around key events such as Reconciliation Week and NAIDOC Week (as indicated elsewhere in this report) and engaging a Ngunnawal business to run an on-country cultural learning activity for staff. The Reconciliation Officer also attended the Garma festival in 2025, delivering a presentation to all staff upon their return to share the experience.

The Human Resources team has also updated performance agreement templates to require all staff to complete at least one 'diversity and inclusion' related training course within a performance cycle. While this will see staff engaging in training across a range of topics, suggested courses include those relating to First Nations peoples. Further, Indigenous Cultural Awareness training is now compulsory for staff at Executive Level 2 (and available to other staff on a voluntary basis).

The Human Resources team also plans to undertake a review of cultural learning needs within our office, which will be completed as part of a broader review of skills needs within the organisation in coming months.

Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols

We developed an understanding of the local Traditional Owners of the lands and waterways within our organisation's area of operations – being the Canberra region. We identified the Ngunnawal and Ngambri peoples as having connections to the relevant parts of Canberra. A suggested acknowledgement of country form of words had already been developed for our organisation prior to the RAP, with a signature block and lanyard cards containing the forms of words, used by many staff members. During the RAP we also developed a protocol to deliver acknowledgements of country at all-staff events.

Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week

We committed to raising awareness among staff about NAIDOC Week by sharing information about its history and meaning, as well as supporting staff to participate in NAIDOC Week activities. We carried this out by sharing information via email to all staff about NAIDOC Week, including highlighting local events that staff could participate in and sharing external resources. We also printed copies of the NAIDOC Week artwork and displayed them around the office to raise awareness. Staff and members of the RWG participated in various local events, including those occurring during work time that they were supported to attend.

Opportunities

Actions under the Opportunities banner were grouped under two headings:

1. *Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development*
2. *Increase Aboriginal and Torres Strait Islander supplied diversity to support improved economic and social outcomes*

All planned Opportunities actions were achieved in the course of the RAP.

Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development

We aimed to find out what was happening across agencies in the National Intelligence Community – which faces similar barriers to recruitment to us due to high security clearance requirements – to support recruitment of more First Nations people within our own organisation and start a conversation about how we can improve representation in this sector.

To meet these objectives, we met with NIC representatives and shared what actions we were taking under the RAP or to support reconciliation where organisations did not have a RAP, and in particular about recruitment initiatives. This led to the development of contacts and inclusion in an ongoing forum that meets regularly to discuss these matters. We intend to include a representative from Human Resources in these meetings to learn from others and support further conversations and initiatives about recruitment.

Increase Aboriginal and Torres Strait Islander supplied diversity to support improved economic and social outcomes

We committed to considering Aboriginal and Torres Strait Islander owned businesses when making each procurement decision and investigating membership of Supply Nation. In order to support staff in their procurement decisions, our Finance team added information to the intranet about the whole of government Indigenous Procurement Policy and how to make Indigenous Procurements in our finance system. This also includes information on how to find Indigenous suppliers via Supply Nation.

While we investigated Supply Nation membership, it was concluded that purchasing a membership was not suitable for our organisation at this time. This was due to factors such as our small spending on procurement, the cost of membership, and the availability of free resources to assist us in locating relevant businesses.

Governance

The Governance actions were grouped under four themes:

1. *Establish and maintain an effective RAP Working Group to drive governance of the RAP*
2. *Provide appropriate support for effective implementation of RAP commitments*
3. *Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally*
4. *Continue our reconciliation journey by developing our next RAP*

All but one Governance actions were achieved in the course of the RAP period.

Establish and maintain an effective RAP Working Group to drive governance of the RAP

We appointed a Reconciliation Officer to coordinate the delivery of our RAP and manage administrative matters. This was done by advertising for 'expressions of interest' from all staff, to undertake this role in addition to regular duties. A suitable person was selected to take up this role for the duration of the RAP.

A RAP Working Group (RWG) was formed to drive the delivery of the RAP. The RWG is made up of the Reconciliation Officer, Reconciliation Champion, Diversity and Inclusion Committee Chair, and Director Human Resources. The Reconciliation Officer was secretariat for the meetings.

Terms of reference were produced for the RWG, which were made available to all staff. These contain details such as regularity of meetings, quorum, standing agenda items, and how decisions were to be made.

One action that was not achieved during the RAP period was securing First Nations representation on the RWG. This was a challenge because during the period, our organisation did not have any staff who identified as Aboriginal or Torres Strait Islander. We explored options for representation by meeting with colleagues from another agency to seek their advice. These colleagues stressed that any such representation, if sought from outside the organisation, should be appropriately remunerated for the impost. We considered options for contracting a 'cultural consultant' to attend the RWG meetings, however it was not considered value for money at the time. Instead, we plan to engage a consultant to undertake policy review work for Human Resources following a new Enterprise Agreement being reached, which will also encompass input into our reconciliation initiatives.

Provide appropriate support for effective implementation of RAP commitments

Prior to the commencement of the RAP, we defined what resources would be needed to implement it so that we knew that it could be achieved within the resources available. We engaged senior leaders in the delivery of the plan by providing updates to a senior leadership forum, as well as *ad hoc* engagement as needed.

To appropriately track deliverables, the RWG developed a spreadsheet that was used to insert updates on actions taken and scheduled monthly meetings to discuss the actions and make decisions where needed. Minutes of the meetings were produced and made available to all staff.

Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally

We have stayed connected with Reconciliation Australia and delivered updates internally and externally in order to remain accountable in our RAP journey. We have ensured that contact details remained up to date with Reconciliation Australia so that we continue to receive updates from the organisation and annually completed the RAP Impact Survey to report on the impact of our activities.

Routine updates were presented to an internal meeting of senior officials, as well as six-monthly presentations to all staff. These kept staff informed about the implementation of the RAP, both from an accountability perspective and so that they were somewhat involved in its delivery.

We also included, as indicated above, public reports on our progress in the form of updates published on our public website (in November 2025 and May 2026).

Continue our reconciliation journey by developing our next RAP

While we have not yet registered with Reconciliation Australia to develop our next RAP, we have researched what an Innovate RAP would mean for our organisation and developed a business case for it. We believe that an Innovate RAP, similar to this Reflect RAP, is an ambitious but achievable project that will shape our reconciliation initiatives over the coming several years.

Conclusion and Next Steps

Although the Reflect RAP is completed, our reconciliation journey is only just beginning. We are already working toward our next commitment to reconciliation. This will likely involve working with Reconciliation Australia to put together an Innovate RAP, while continuing to implement other initiatives in the meantime. The RAP laid the groundwork for us to make even more meaningful steps toward making our organisation one that acknowledges and respects Aboriginal and Torres Strait Islander individuals, cultures and histories, and integrates First Nations perspectives and concerns into our core work.

