**National Disability Services**

**Person Centred Approaches Program**

**Project Rights - Action Planning**

**Ideas for implementing human rights based approach in your organisation**

**Strategies:**

* Draw up an action plan
* Monitor progress

**Consider the role of:**

* Board members
* CEO
* Management
* Supervisors
* Support workers
* People with a disability
* Families
* Advocates and advocacy organisations
* Community
* Partner organisations
* Government

**PANEL approach** (***Source: VEOHRC)***

* **P**articipation – involving all stakeholders in assessment, decision-making and evaluation
* **A**ccountability – clear accountability to achieve desired outcomes
* **N**on-discrimination and explicitly targeting vulnerable groups for involvement
* **E**mpowerment – to improve the capacity of people to claim and exercise their rights
* **L**inking – planning, policies and practices to human rights principles and standards

Use the following ideas to create an action plan for rights-based change.

**Example actions**

* Audit current practice
* Build human rights into your strategic plan
* Join Communities in Practice to discuss how to best support a human rights-based approach with other service providers
* Organise human rights training for all staff
* Organise human rights training for service users
* Form a human rights committee, including service users
* Form a client committee as part of your governance structure
* Talk about human rights at staff meetings
* Put a regular item on human rights in your newsletter
* Put up posters on human rights
* Make information available in Easy English
* Include human rights in your client handbook
* Include human rights in Individual Support Plans
* Review your complaints system; develop a culture of welcoming complaints
* Develop a human rights policy
* Review all policies through a human rights lens
* Include human rights in job descriptions and job ads
* Include human rights in KPIs and performance reviews

A = Urgent and Important

B = Important

C = Not important for us

Y = Already in place

**Action Plan**

* Objective - Outcome needed / why?
* Action - What needs to be done?
* Person Responsible - Who should take action to complete this action?
* Deadline - When should this action be completed by?
* Resources - What do you need in order to complete this action?
* Budget - What will it cost to complete this action?
* Risk mitigation - Are there any potential challenges that may impede completion? How will you overcome them?
* Result - Was this action successfully completed? Were any new actions identified in the process?