



Australian Government
Civil Aviation Safety Authority

Modern Slavery Statement

Covering the reporting period 1 July 2019 – 30 June 2020

Board endorsement

This Statement was presented to the CASA Board on 23 February 2021 for approval.

Approval

As the representative of the Civil Aviation Safety Authority, the CASA Board has reviewed the CASA Modern Slavery Statement for the reporting period of 1 July 2019 to 30 June 2020.

As set out in the statement, CASA has responded to and met the mandatory reporting criteria noting the continual improvement approach of the *Modern Slavery Act 2018* (the Act).

February 2021

A handwritten signature in blue ink that reads 'A Mathews'.

ANTHONY MATHEWS

Chair, Board of the Civil Aviation Safety Authority

Introduction

Overview

This document contains the Civil Aviation Safety Authority's (CASA's) first annual Modern Slavery Statement (the Statement) for the period 1 July 2019 and 30 June 2020.

What is Modern Slavery?

The term *modern slavery* describes situations where coercion, threats or deception are used to exploit victims and undermine or deprive them of their freedom.

The Australian Government estimates there are at least 1500 modern slavery victims in Australia. The United Nations estimates at least 40 million people are forced into modern-day slavery. Australia has agreed with the United Nations to abolish modern slavery by 2030.

Freedom from slavery is a fundamental human right. Under the Australian Government endorsed *United Nations Guiding Principles on Business and Human Rights* (UN Guiding Principles), entities have a responsibility to respect human rights in their operations and supply chains. This responsibility includes taking action to prevent, mitigate and, where appropriate, remedy modern slavery in your entity's operations and supply chains.

Modern Slavery Act 2018

The *Modern Slavery Act 2018* (the Act) came into force on 1 January 2019, establishing a mandatory reporting regime for entities with consolidated revenue of at least \$100 million, and who are either an Australian entity or a foreign entity undertaking business in Australia.

The Act requires reporting of an annual statement which identifies and addresses the risks of modern slavery in global and domestic operations and supply chains, and actions taken to address those risks.

Mandatory Requirements

There are seven mandatory criteria to be addressed in this Statement:

1. Identify the reporting entity.
2. Describe the reporting entity's structure, operations and supply chains.
3. Describe the risks of modern slavery practices in the operations and supply chains of the reporting entity and any entities it owns or controls.
4. Describe the actions taken by the reporting entity and any entities it owns or controls to assess and address these risks, including due diligence and remediation processes.
5. Describe how the reporting entity assesses the effectiveness of these actions.
6. Describe the process of consultation with any entities the reporting entity owns or controls (a joint statement must also describe consultation with the entity giving the statement).
7. Provide any other relevant information.

Reporting Period 2019-20 and timelines

The first Australian Government Modern Slavery Statement covers financial year 2019-20. Statements from entities were originally due to be published by 31 December 2020. COVID-19 has seen an extension on the first reporting period to 31 March 2021.

CASA's Statement must be approved by the CASA Board and signed by a responsible member of the CASA Board prior to publication.

CASA's Modern Slavery Statement

Reporting Period 1 July 2019 – 30 June 2020

Criteria	Act Requirement
Threshold	CASA's consolidated revenue for the reporting period was \$188 million as reported in the CASA Annual Report 2019-20.
1. Identification	Identify the reporting entity
	<p>CASA is a Corporate Commonwealth Entity, operating under the <i>Public Governance Performance and Accountability Act 2013</i>.</p> <p>CASA was established in 1995 as an independent statutory authority. CASA operates within a legislative framework made up of acts, regulations, associated legislative instruments and guidance material.</p> <p>It is part of the Department of Infrastructure, Regional Development and Communications Portfolio of the Australian Government.</p>
2. Organisation	Describe the reporting entity's structure, operations and supply chains
A. Structure	<p>General Structure</p> <p>CASA's organisational structure comprises:</p> <ol style="list-style-type: none"> 1. the CASA Board appointed by the Minister for Infrastructure, Transport and Regional Development and consisting of a: <ol style="list-style-type: none"> a. Chairperson b. Deputy Chairperson c. Director of Aviation Safety/CEO d. Up to four other members, 2. the Executive team, and 3. five business areas: <ol style="list-style-type: none"> a. Aviation Group b. Legal, International and Regulatory Affairs c. Stakeholder Engagement d. Corporate Services, and e. Finance. <p>Australian Business Number</p> <p>ABN 44 808 014 470. CASA does not own or control any other entities.</p> <p>Registered office and locations</p> <p>CASA's head office is 16 Furzer Street Phillip ACT 2606.</p> <p>CASA has another eight office locations across Australia in Brisbane, Cairns, Sydney, Tamworth, Melbourne, Adelaide, Perth and Darwin.</p>
B. Operations	<p>Primary Role</p> <p>CASA's key role is to conduct the safety regulation of civil air operations in Australian territory and the operation of Australian aircraft outside Australian territory. CASA also has responsibility for classifying Australian-administered airspace and determining the services and facilities provided by approved air navigation service providers, having regard to the efficient use of, and equitable access to, Australian-administered airspace.</p>

CASA also has the following safety-related functions under the *Civil Aviation Act 1988*:

- encouraging a greater acceptance by the aviation industry of its obligation to maintain high standards of aviation safety, through:
 - comprehensive safety education and training programs
 - accurate and timely aviation safety advice
- fostering an awareness in industry of the importance of accepting their safety obligations and, within the community generally, of the importance of aviation safety and compliance with the legislation
- promoting full and effective consultation and communication with all interested parties on aviation safety issues.

CASA performs its regulatory functions by:

- developing and promulgating appropriate, clear and concise aviation safety standards
- developing effective enforcement strategies to secure compliance with aviation standards
- issuing certificates, licences, registrations and permits
- conducting comprehensive aviation safety surveillance
- conducting reviews of the system of civil aviation safety to monitor the safety performance of the aviation industry, to identify safety-related trends and risk factors and to promote the development and improvement of the safety system
- conducting regular and timely assessments of international safety developments.

Employees and representatives

CASA employs approximately 850 employees.

Investments

CASA has a diversified investment portfolio across six banking institutions.

CASA's Stakeholders

CASA undertakes collaborative engagement with the aviation industry, the Australian Government and wider community to promote and support aviation safety.

C. Supply chain

Types of supply chains

CASA supply chains consists of goods and services from suppliers and specialists from Australia and internationally, including those with: expertise in aviation safety, surveillance and navigation systems, domestic and international operators within the aviation industry, communications and safety education, future air navigation specialists, and corporate supplies such as travel, information technology, property, legal and Personal Protective Equipment.

Control of supply chains

Supply chains are controlled with strict contracting arrangements as defined by the Commonwealth Procurement Rules. CASA's procurement policy adopts the principles of these rules.

Suppliers to CASA are required to comply with any laws, statutes, regulations, by-laws, ordinances or subordinate legislation in force from time to time, including but not limited to the:

- *Auditor-General Act 1997*
- *Civil Aviation Act 1988*
- *Crimes Act 1914*
- *Criminal Code Act 1995*
- *Disability Discrimination Act 1992*
- *Freedom of Information Act 1982*
- *Environment Protection and Biodiversity Conservation Act 1999*
- *Modern Slavery Act 2018*
- *Privacy Act 1988*
- *Public Governance, Performance and Accountability Act 2013*
- *Public Interest Disclosure Act 2013*
- *Racial Discrimination Act 1975*
- *Safety, Rehabilitation and Compensation Act 1988*
- *Sex Discrimination Act 1984*
- *Trade Practices Act 1974*
- *Workplace Gender Equality Act 2012*
- *Work Health and Safety Act 2011*

Disclosures

CASA contracts valued at or above \$100,000 (GST inclusive) are published on the CASA website biannually as required under the Murray Motion: [Senate order for entity contracts 1 July 2019 to 30 June 2020 | Civil Aviation Safety Authority \(casa.gov.au\)](#)

Major Suppliers

Our major suppliers are listed in the table below. These provide long term and stable supply to enable CASA to achieve its objectives.

Major Service required	Source country
Travel Services	Australian and international operators using whole of government travel arrangements
CASA Regulatory Enterprise Software – European Aviation Processing (EAP) System	Germany
Terminal Instrument Flight Procedures (TIFP) Validation and Revalidation Services	Australia
Labour Hire for call centre, Information and Communications Technology and other services (CASA's Client Services Centre)	Australia
Examination Facilities, Supervision and Delivery Services (PEXO)	Australia
Provision of IT equipment and supplies	Australian and international distributors using international companies (Dell, Apple, Optus, Telstra HP, Pyrios)

	Corporate Clothing and Personal Protective Equipment	Various
	Provision of office services and supplies	Australia
3. Risks	Describe the risks of modern slavery practices in the operations and supply chains of the reporting entity and any entities it owns or controls	
	<p>CASA conducted a risk assessment for operational activities and suppliers where we consider the likelihood and impact of known modern slavery risk factors. The risks assessed included:</p> <ul style="list-style-type: none"> • Sector and industry risks – certain sectors and industries may have higher modern slavery risks because of their characteristics, products and processes. An example of this is the use of foreign workers or unskilled labour to carry out functions at night-time or in remote locations. • Product and services risks – certain products and services may have higher modern slavery risks because of the way they are produced, provided or used. Examples include excessive work hours or child labour. • Geographic risks – Some countries may have higher risks of modern slavery due to poor governance, weak law, conflict, migration flows and poverty. • Entity risks – some entities may have modern slavery risks because of poor governance structures, a record of treating workers poorly or a record of human rights violations. <p>This assessment concluded that the risks of modern slavery in CASA business activities is LOW. In conducting this assessment, CASA acknowledges that:</p> <ul style="list-style-type: none"> • Visibility of modern slavery practices in the downstream supply chain is limited. • Modern slavery risks to CASA will change over time as operational requirements change and our understanding of our supply chain improves. 	
4. Controls	Describe the actions taken by the reporting entity and any entities it owns or controls to assess and address these risks, including due diligence and remediation processes	
	<p>CASA has a range of controls to ensure that where possible our suppliers do not increase or contribute to the risk of modern slavery. These include:</p> <ul style="list-style-type: none"> • Including standard Australian Government Terms and Conditions including model source information technology and modern slavery clauses in CASA procurement documentation and contracts • Including specific legislative compliance requirements in CASA contract terms and conditions • Including clauses in contracts to allow CASA to review/audit any suppliers' arrangement in relation to modern slavery • Whole of government purchasing agreements including stationery, major office machines, travel and fleet leasing • Rigorous contract management and monitoring of major contracts. <p>Where a risk of modern slavery is identified, CASA will continue to provide education to staff on any potential risks/impacts and possible controls. These may include closer due diligence of suppliers and subcontractors.</p>	

	CASA's internal legal team will assist to determine any specific areas that should be more closely monitored and include additional clauses in contracts as appropriate.
5. Evaluation	Describe how the reporting entity assesses the effectiveness of actions being taken to assess and address modern slavery risks
	<p>CASA assesses the effectiveness of actions being taken to assess and address modern slavery risks using the CASA risk framework methodology.</p> <p>Where possible, CASA also reviews and/or audits supplier records regarding performance of obligations under the contract including compliance with legislation and employment arrangements to assess the effectiveness of any stated actions taken to address modern slavery risks.</p> <p>Going forward, CASA will amend the risk management tool used in procurement activities to improve identification of modern slavery and determine higher risk procurements. Where risks are identified, further investigation and remediation will be reviewed in conjunction with the Risk and Compliance Team.</p> <p>CASA will also assess any requirement for the inclusion of clauses in approach to market and contract documentation to identify suppliers' obligations for modern slavery.</p> <p>CASA will also include key performance indicators in higher risk contracts on a case-by-case basis.</p>
6. Consultation	Describe how the reporting entity consulted on its statement with any entities it owns or controls
	Not applicable. CASA does not own or control any other entities.
7. Relevant Information	Provide information that you think is relevant
	Nil identified.