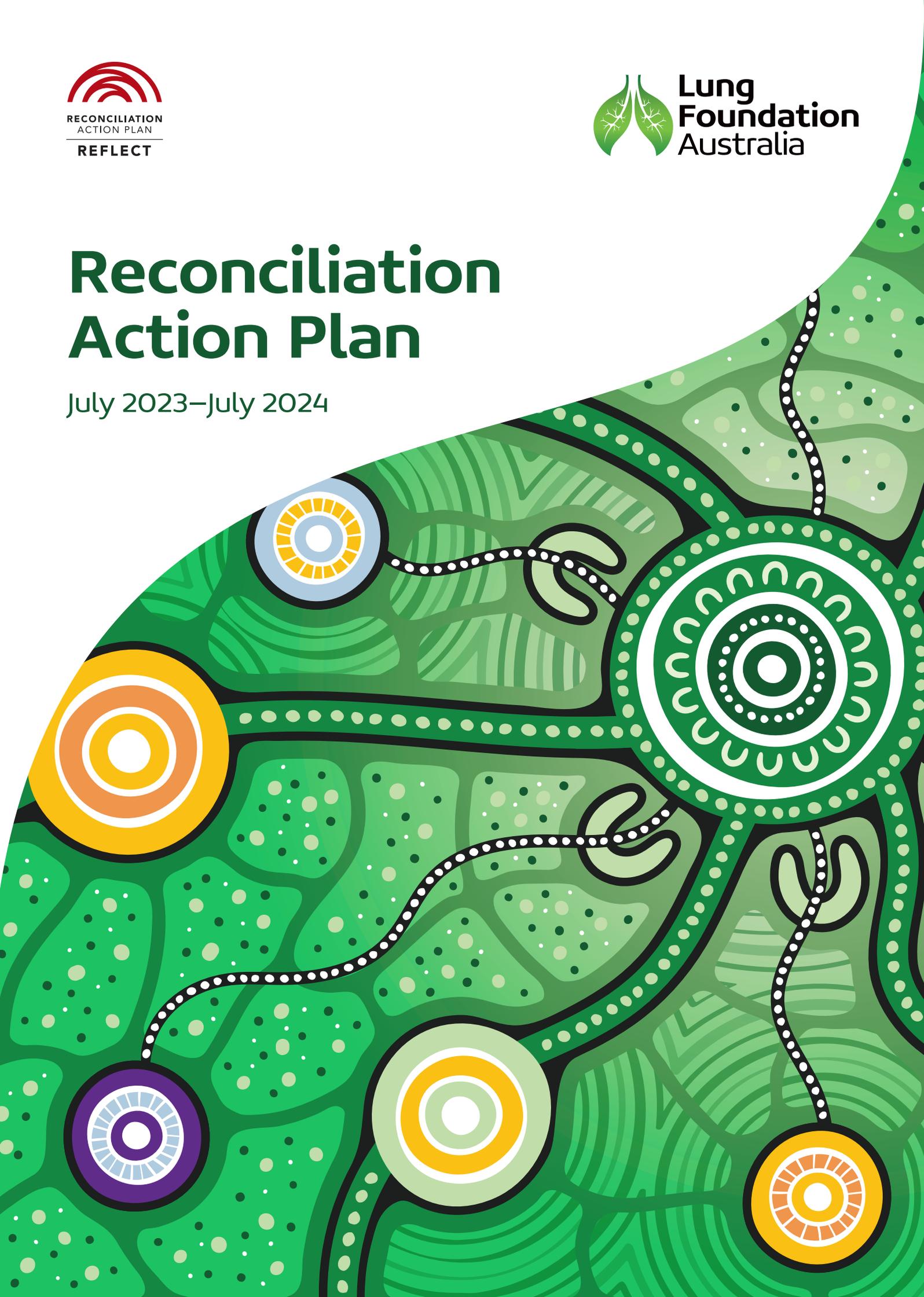




Reconciliation Action Plan

July 2023–July 2024



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Jordan Lovegrove
Artist

About the artwork

The artwork by Jordan Lovegrove, a Ngarrindjeri man, of Dreamtime Creative shows Lung Foundation Australia raising awareness in Aboriginal and Torres Strait Islander communities about how to protect themselves from lung disease. The inner circle of the central meeting place represents Lung Foundation Australia; they are raising awareness and supporting Aboriginal and Torres Strait Islander communities. The Foundation's five strategic pillars are shown by the large people symbols outside the central meeting place. The smaller meeting places and journey lines show Aboriginal and Torres Strait Islander communities heading towards a community health centre to receive health care, which is represented by the middle and outer circles.



Message of commitment

A smoking ceremony is a traditional Aboriginal custom in Australia that involves burning native plants to produce smoke. The smoke will cleanse the area and ward off bad spirits from the people and the land and make pathway for a brighter future. Certain traditional smoking ceremonies are also believed to be used for positive therapeutic outcomes dependant on what plants are available from region to region.

When you see a smoking ceremony happening, it is a gift from the Aboriginal people to all people in Australia so make sure you go to the smoke and wave it over you and cleanse the past for a better future.¹

Lung Foundation Australia's **Reflect** Reconciliation Action Plan is a commitment by our Board, team, volunteers and community to address the substantial gap in lung health for Aboriginal and Torres Strait Islander peoples.

The Reflect plan has given Lung Foundation Australia the opportunity to pause, understand, engage and think more deeply about what lung health looks like for communities and how Aboriginal and Torres Strait Islander communities have and continue to champion lung health. This reflection also includes both how and what our approach to meaningful engagement looks like including our own team's cultural competency and practice.

At the core of this reflection is the understanding that lung health is substantially improved when Aboriginal and Torres Strait Islander communities own their lung health initiatives be it smoking cessation, immunisation strategies or bespoke healthcare professional training that enables communities to achieve better health outcomes.

Lung Foundation Australia is privileged to be invited to work with communities and organisations as our Mission for improved lung health for all is substantially strengthened. We have worked hard to build culturally safe partnerships but in reflecting on our work, we need to work even harder to improve our culturally sensitive practice.

At communities' invitation, our work should add value to efforts to promote healthy lungs across generations and Close the Gap.

Our Reconciliation Action Plan will see the organisation increase and step into more meaningful engagement with Aboriginal and Torres Strait Islander communities to address the high burden of poor lung health and the associated social disparities that contribute to such. We readily welcome the opportunity to learn from and be led by our Aboriginal and Torres Strait Islander partners in doing so. As a Board and staff, we are committed to a partnership approach led by Aboriginal and Torres Strait Islander communities that places lung disease and lung cancer prevention, treatment, and care within a holistic approach.

We are committed to a just, equitable, and reconciled Australia.

Finally, Lung Foundation Australia recognises that sovereignty was never ceded and that this was, and always will be, Aboriginal and Torres Strait Islander land.



Prof Lucy Morgan
Chairperson



Mark Brooke
Chief Executive Officer

1. Traditional Aboriginal Smoking Ceremony. [Internet]. Gumaraa. 2023 [cited 2023 Apr 30]. Available from: <https://gumaraa.com.au/traditional-aboriginal-smoking-ceremony/#:~:text=A%20smoking%20ceremony%20is%20a,people%20and%20companies%20great%20success>

Statement from CEO of Reconciliation Australia

Reconciliation Australia welcomes Lung Foundation Australia to the Reconciliation Action Plan (RAP) program with the formal endorsement of its inaugural Reflect RAP.

Lung Foundation Australia joins a network of more than 2,200 corporate, government, and not-for-profit organisations that have made a formal commitment to reconciliation through the RAP program.

Since 2006, RAPs have provided a framework for organisations to leverage their structures and diverse spheres of influence to support the national reconciliation movement. The program's potential for impact is greater than ever, with close to 3 million people now working or studying in an organisation with a RAP.

The four RAP types – Reflect, Innovate, Stretch and Elevate – allow RAP partners to continuously develop and strengthen reconciliation commitments in new ways. This Reflect RAP will lay the foundations, priming the workplace for future RAPs and reconciliation initiatives.

The RAP program's strength is its framework of relationships, respect, and opportunities, allowing an organisation to strategically set its reconciliation commitments in line with its own business objectives, for the most effective outcomes.

These outcomes contribute towards the five dimensions of reconciliation: race relations; equality and equity; institutional integrity; unity; and historical acceptance.

It is critical to not only uphold all five dimensions of reconciliation, but also increase awareness of Aboriginal and Torres Strait Islander cultures, histories, knowledge, and leadership across all sectors of Australian society.

This Reflect RAP enables Lung Foundation Australia to deepen its understanding of its sphere of influence and the unique contribution it can make to lead progress across the five dimensions. Getting these first steps right will ensure the sustainability of future RAPs and reconciliation initiatives, and provide meaningful impact toward Australia's reconciliation journey.

Congratulations Lung Foundation Australia, welcome to the RAP program, and I look forward to following your reconciliation journey in the years to come.



Karen Mundine
Chief Executive Officer
Reconciliation Australia



Acknowledgement of Country

Lung Foundation Australia acknowledges the Traditional Custodians of the lands on which we work throughout Australia and their unceded sovereignty of and continuing connection to land and sea. We pay our respects to their cultures and to Elders both past and present. We acknowledge the overrepresentation of Aboriginal and Torres Strait Islander people in lung disease and lung cancer. In the spirit of reconciliation, we recommit to working with communities to close the gap on lung health and build on the strengths of communities to lead and guide the path to healthy lungs for all.

Where we work

Our main office is in **Meanjin** (Brisbane) on the lands of the **Jagera** and **Turrbal** peoples.

We also have offices in:

- Sydney on the lands of the **Gadigal** people
- **Naarm** (Melbourne) on the lands of the **Boonwurrung** people.

Our business

Lung Foundation Australia is Australia's only national charity and leading peak body dedicated to supporting people with a lung disease, including lung cancer. For over 32 years we have been a trusted, national touch point on matters of lung health for people living with lung disease, their families, carers, health professionals and the general community. There are over 30 different types of lung disease and together these impact one in three Australians.

The organisation operates in offices in New South Wales, Queensland and Victoria, totalling 51 staff. While at present we don't employ any staff who identify as Aboriginal and Torres Strait Islander people, many of the organisations with whom we work closely with do.

Our mission is to improve lung health and reduce the impacts of lung disease on all Australians. We are working to ensure that lung health remains a community priority through activities including promoting lung health, early diagnosis, and advocating for policy change and research investment. We raise awareness about the symptoms and prevalence of lung disease, and we champion equitable access to treatment and care. As a patient-representative charity, we partner with people living with lung disease, health professionals, researchers, medical organisations, and the Australian community. Together, we aim to drive reform in the delivery of health services across the country and assist the more than seven million Australians impacted by lung disease and lung cancer.

Our values

BOLD

be proactive and take risks that achieve our Mission.

ENTREPRENEURIAL

be focused on outcomes.

FAIR

be equitable and work in the interests of all our stakeholders, particularly patients and their carers.

AGILE

create positive change.

INNOVATIVE

be inventive to achieve our Mission.

RESPECTFUL

be honest and work hard every day in every way - we are funded by the community, they should expect nothing less.

Our mission

By 2030, Lung Foundation Australia will be recognised as one of the world's most innovative and effective lung health charities and a fearless leader of lung health and lung cancer policy, programs and research.

Vision statement

Lung Foundation Australia’s vision for reconciliation is grounded in our organisation’s recognition and understanding of the colonial history of Australia as the basis for reconciliation.

Everyone in our organisation understands the history of colonial settlement in Australia and the impact this continues to have on intergenerational trauma and social determinants of health and wellbeing. Lung Foundation Australia operates from the central understanding that healing is fundamental to Aboriginal and Torres Strait Islander peoples reaching their full personal, cultural, social, educational, and economic potential. Our vision is that this understanding is reflected internally and externally as a national purpose driven organisation.

This recognition and understanding permeates our workplaces, our governance and management, staffing decisions, our internal and external relationships and communications, and the plans we make as an organisation.

We approach any work relating to Aboriginal and Torres Strait Islander peoples’ health with a deep commitment to, and respect for, self-determination.

We are particularly committed to equitable access to holistic health care that facilitates the right to lung health and the right to breathe well.

As a whole organisation, we recognise and champion the strength of spirit, family connections, and lore that has made Aboriginal and Torres Strait Islander cultures the oldest living cultures on earth. We recognise Aboriginal and Torres Strait Islander peoples as the Custodians of the land on which we live and work, and we embed our understanding of the role of Country in shaping culture, social and emotional wellbeing in project, services or research that we are involved in designing, delivering or supporting.

Our vision for reconciliation is one where Aboriginal and Torres Strait Islander peoples are empowered to exercise their right to good lung health through self-determination, and we as an organisation have strong, mutually respectful relationships with Aboriginal and Torres Strait Islander peoples. These relationships form the foundation of meaningful collaborative partnerships that have been developed and formalised with key stakeholders to achieve the health priorities determined by Aboriginal and Torres Strait Islander peoples.

Lung Foundation Australia will continually engage in reflective practice that considers our ongoing learnings from and with Aboriginal and Torres Strait Islander peoples. We will prioritise how this learning is embedded into our policies, processes and practices to support continual growth and improvement towards reflecting our vision into action.



Our RAP

We recognise that Aboriginal and Torres Strait Islander peoples experience a disproportionate burden of respiratory disease. Respiratory diseases are the fourth leading cause of death for Aboriginal and Torres Strait Islander peoples while lung cancer is the most commonly diagnosed cancer amongst Aboriginal and Torres Strait Islander peoples.¹ The prevalence of respiratory disease is relatively similar between Aboriginal and Torres Strait Islander peoples and non-Indigenous Australians, however the experience is not equal. The burden (healthy life lost to illness and/ or death) due to respiratory diseases is 2.7 times higher for Aboriginal and Torres Strait Islander peoples than non-Indigenous Australians.¹

In undertaking our RAP, we look to celebrate and champion the inherent strengths of Aboriginal and Torres Strait Islander peoples, communities and organisations in pioneering lung health. Aboriginal and Torres Strait Islander peoples are more likely to sustain smoking cessation attempts than non-Indigenous Australians when provided appropriate support.² Community owned and led programs see substantially higher uptake where models of care determined by Aboriginal and Torres Strait Islander peoples influence better health outcomes for communities.³

We currently have several touchpoints with Aboriginal and Torres Strait Islander peoples across our various services and programs. Our social work service has walked with Aboriginal and Torres Strait Islander patients and carers through navigating a lung cancer diagnosis, we have had the opportunity to learn both from and with Aboriginal and Torres Strait Islander health professionals in designing education and training in primary care and we have had the privilege to be guided by Aboriginal and Torres Strait Islander partners in various elements of our programs and services.

Our commitment to reconciliation is built through the continuous reflective practice that incorporates our ongoing learnings from and with Aboriginal and Torres Strait Islander peoples. It is our intention that the RAP will act as the base framework in which we can continue to establish, grow and foster meaningful ways of working where we listen, learn and collaborate with our Aboriginal and Torres Strait Islander partners to close the gap on lung health. We understand that while the RAP has a start and end date, the commitment to reconciliation is ongoing and requires structural, professional and personal changes both at an organisational and individual level.

To achieve this, we have developed a plan that we believe is attainable within the defined 12-month period while also acknowledging the valuable investment of time, resources and willingness to reflect and adapt practices in order to evolve as an organisation from one that is culturally competent to culturally responsive.

1. Australian Institute of Health and Welfare. Aboriginal and Torres Strait Islander Health Performance Framework. Respiratory Disease. [Internet]. Canberra: AIHW; 2023 [cited 2023 April 18]. Available from: <https://www.indigenoushpf.gov.au/measures/1-04-respiratory-disease>.

2. Kennedy M, Longbottom H, Mersha A, Maddox R, Briscoe K, Hussein P, Bacon S, Bar-Zeev Y. Which Way? Indigenous-led smoking cessation care: Knowledge, attitudes and practices of Aboriginal and Torres Strait Islander Health Workers and Practitioners—a national cross-sectional survey. *Nicotine and Tobacco Research*. 2023 Apr;25(4):788-95.

3. Panaretto KS, Wenitong M, Button S, Ring IT. Aboriginal community controlled health services: leading the way in primary care. *Medical Journal of Australia*. 2014 Jun;200(11):649-52.

Internal activities / Our RAP Working Group

Lung Foundation Australia has established a RAP Working Group with representation from all teams and across all office locations that will govern the implementation of the RAP. This ensures there is a sense of ownership across all teams and drives the inclusion of the RAP to be embedded in team budgets and plans for 2023/24. The RAP is championed by Maria Endries, Priority Populations Program Coordinator, who is responsible for driving its engagement and implementation across the organisation.

The Working Group will seek to work in partnership with Aboriginal and Torres Strait Islander communities, Elders and organisations to inform Lung Foundation Australia's work and approach with the intention of establishing a First Nations Advisory Committee as part of the RAP process.

Our RAP Working Group:

Mark Brooke – Chief Executive

Maria Endries – Priority Populations Program Coordinator

Tari Kay – Senior Manager, People and Culture

Paul Baylis – Manager, Grants, Trusts and Foundations

Sahba Dehghani – Peer Support Manager

Lilanie Dagg – Social Worker

Harry Baultin – Administration Coordinator

Imogen Page – COVID Support Project Manager

The RAP Working Group formed in September 2022 to inform the development of Lung Foundation Australia's Reflect RAP and to cultivate engagement and awareness across the organisation.

Internal activities have included:

- Acknowledgement of Country at all formal meetings and Welcome to Country at major events as part of organisational policy
- Awareness and celebration of culturally significant events such as Close the Gap Day and National Reconciliation Week
- An internal organisational audit of all services, programs and projects to identify where culturally appropriate practices have occurred and where opportunities remain
- A staff survey to identify the culturally learning needs within the organisation to inform the development of the RAP
- All staff, as well as the Board, participate in cultural competency training as part of onboarding
- All staff workshop dedicated to understanding the RAP, our Vision Statement and a reflective practice
- Developing a dedicated online space for all staff to engage with and share resources and conversations around reconciliation
- Committing to reconciliation as part of annual planning and reflected in whole of organisation strategic activity plan.



Our partnerships and programs

Lung Foundation Australia is committed to genuine and ongoing engagement to reconciliation through meaningful and impactful relationships with our Aboriginal and Torres Strait Islander partners to achieve meaningful and lasting outcomes.

Our partnerships have enabled us to expand the work we do, guide us to be able to meet the needs as determined by Aboriginal and Torres Strait Islander communities whilst amplifying the voices of Aboriginal and Torres Strait Islander peoples in championing lung health.



Lung Learning

The competency-based Lung Learning Framework sets Australia's best-practice standards for lung health knowledge and skills in primary care. The specific healthcare contexts of Aboriginal and Torres Strait Islander peoples were woven throughout the Framework under the advice the National Aboriginal Community Controlled Health Organisation (NACCHO) and the National Association of Aboriginal and Torres Strait Islander Health Workers and Practitioners (NAATSIHWP). As we progress into Lung Learning's growth and development phase, the relationships with NACCHO and NAATSIHWP will be strengthened and sustained with plans in place to codesign a Lung Learning Cultural Sensitivity endorsement process which we would look to apply alongside the existing quality-assurance process.





Promoting lung health through immunisation

Since 2021, Lung Foundation Australia has facilitated an annual national immunisation campaign targeting Aboriginal and Torres Strait Islander communities encouraging uptake of annual flu vaccinations to protect lung health in the lead up to winter. This campaign is promoted with our Aboriginal and Torres Strait Islander partners to reach communities via trusted sources with messaging able to be tailored to suit the unique needs of each community across Australia.



Aboriginal and Torres Strait Islander model of care for lung cancer

Aboriginal and Torres Strait Islander peoples have been and continue to be marginalised in and alienated from mainstream healthcare settings. To increase participation in the National Targeted Lung Cancer Screening Program, we recognise the need for inclusive practice with communities given the considerable barriers Aboriginal and Torres Strait Islander people face, such as racial discrimination, poor access to health/hospital care and poor health impacts as a result of wider social determinants. Prior to the introduction of the screening program, we will be co-creating a model of nursing care tailored to the needs defined by Aboriginal and Torres Strait Islander peoples to ensure this model is culturally inclusive, safe and fit-for-purpose. We look to collaborate with Aboriginal and Torres Strait Islander Community Controlled Health Organisations to expand the competencies and skills across Aboriginal and/or Torres Strait Islander Health Care Workers and Specialist Lung Cancer Nurses to be able to care for and support those living with lung cancer.



Addressing vaping in youth

Lung Foundation Australia is working with the Tackling Indigenous Smoking team at La Perouse Local Aboriginal Land Council, Na Joomelah, to codesign vaping resources for Aboriginal and Torres Strait Islander young peoples that are accessible, practical and culturally relevant. Na Joomelah facilitates smoke and vape-free community education and engagement activities and events in their community. This partnership formed via one of our community events and models how the organisation seeks to establish relationships to extend beyond the boundaries of specific projects and reinforces ways in which we can support, work with and learn from our Aboriginal and Torres Strait Islander partners.



Amplifying the consumer voice

Consumers are at the core of everything we do. We strongly believe in partnering with consumers to ensure their stories are told, heard and actively listened to. We embed the stories and the voices of Aboriginal and Torres Strait Islander peoples living with or affected by lung cancer or lung disease as a key element in progressing this work. We lead a number of key strategies and reports such as the National Strategic Action Plan for Lung Conditions and the National Chronic Obstructive Pulmonary Disease Blueprint which included consultation to be inclusive of Aboriginal and Torres Strait Islander health and wellbeing. Working with our Aboriginal and Torres Strait Islander consumers has enabled us to embed the voice of Aboriginal and Torres Strait Islander peoples into Australia's biggest gathering on lung cancer – the Australian Lung Cancer Conference (ALCC), providing the opportunity for health professionals to listen to and learn from Aboriginal and Torres Strait Islander perspectives.



Facilitating meaningful and ongoing social support

Our peer support service brings people with similar experiences together to help each other cope with the challenges of living with a lung condition through building a strong, more cohesive community. In 2023, Lung Foundation Australia, in collaboration with Kambu Aboriginal and Torres Strait Islander Corporation for Health, will be launching a peer support pilot program that aims to create a culturally safe space and meet the unique needs of Aboriginal and Torres Strait Islander peoples living with a lung condition. By codesigning this model with both the community-controlled health organisation staff and pilot group, we look to establish a framework model that can be replicated and adapted in other Aboriginal and Torres Strait Islander communities in the future.

We have and continue to develop meaningful and sustainable relationships with our Aboriginal and Torres Strait Islander partners which will set the foundation for the organisation to continue to expand its capacity for reconciliation. Through these relationships and our continuing commitment to reconciliation, we look to refine our ways of working with Aboriginal and Torres Strait Islander partners to ensure that we as an organisation have a consistent and meaningful approach that fosters a grounded sense of trust and connection.

Relationships



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
1. Establish and strengthen mutually beneficial relationships with Aboriginal and Torres Strait Islander stakeholders and organisations.	Identify Aboriginal and Torres Strait Islander stakeholders and organisations within our local area or sphere of influence.	October 2023	CEO
	Research best practice and principles that support partnerships with Aboriginal and Torres Strait Islander stakeholders and organisations to inform our ways of working, including working with Aboriginal and Torres Strait Islander members of the Lung Foundation Australia community.	November 2023	CEO
2. Build relationships through celebrating National Reconciliation Week (NRW).	Coordinate organisation-wide activities for NRW using Reconciliation Australia's resources.	May 2024	Administration Coordinator
	RAP Working Group members to participate in an external NRW event and investigate opportunities to support the events of Aboriginal and Torres Strait Islander organisations.	27 May–3 June 2024	Priority Populations Program Coordinator
	Encourage and support staff and senior leaders to participate in at least one external event to recognise and celebrate NRW.	27 May–3 June 2024	CEO
3. Promote reconciliation through our sphere of influence.	Communicate our commitment to reconciliation to all staff through regular updates and engaging in ongoing reconciliation activities.	September 2023	Priority Populations Program Coordinator
	Identify external stakeholders whom our organisation can engage with on our reconciliation journey.	December 2023	CEO
	Identify RAP and other like-minded organisations that we could approach to collaborate with on our reconciliation journey.	December 2023	CEO
4. Promote positive race relations through anti-discrimination strategies.	Research best practice and policies in areas of race relations and anti-discrimination.	March 2024	Senior Manager, Policy, Advocacy and Prevention
	Conduct a review of HR policies and procedures to identify existing anti-discrimination provisions and modify existing policies or introduce new ones on the basis of research and review, including cultural leave policies.	September 2023	Senior Manager, People and Culture

Respect



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
5. Increase understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights through cultural learning.	Develop a business case for increasing understanding, value and recognition of Aboriginal and Torres Strait Islander cultures, histories, knowledge and rights within our organisation.	September 2023	Priority Populations Program Coordinator
	Conduct a review of cultural learning needs within our organisation.	August 2023	Priority Populations Program Coordinator
	Investigate cultural learning opportunities for all staff and senior leaders and form a plan of action to implement.	January 2024	Senior Manager, People and Culture
6. Demonstrate respect to Aboriginal and Torres Strait Islander peoples by observing cultural protocols.	Develop an understanding of the local Traditional Owners or Custodians of the lands and waters within our organisation’s operational areas.	October 2023	Priority Populations Program Coordinator
	Increase staff’s understanding of the purpose and significance behind cultural protocols, including Acknowledgement of Country and Welcome to Country protocols.	September 2023	Priority Populations Program Coordinator
7. Build respect for Aboriginal and Torres Strait Islander cultures and histories by celebrating NAIDOC Week.	Raise awareness and share information amongst our staff about the meaning of NAIDOC Week.	July 2023, 2024	Administration Coordinator
	Introduce our staff to NAIDOC Week by promoting external events in our local area and organising internal engagement activities.	June 2024	Administration Coordinator
	Launch our Reflect RAP during NAIDOC Week involving our community and local community leaders.	First week in July 2023	Priority Populations Program Coordinator
	RAP Working Group to participate in an external NAIDOC Week event.	First week in July 2023, 2024	Priority Populations Program Coordinator

Opportunities



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
8. Improve employment outcomes by increasing Aboriginal and Torres Strait Islander recruitment, retention and professional development.	Ensure employment within the organisation is culturally safe and welcoming.	March 2024	Senior Manager, People and Culture
	Build understanding of supportive workplace measures for Aboriginal and Torres Strait Islander peoples to inform future employment opportunities.	March 2024	Senior Manager, People and Culture
9. Increase Aboriginal and Torres Strait Islander supplier diversity to support improved economic and social outcomes.	Review current procurement policy to ensure participation from Aboriginal and Torres Strait Islander owned businesses.	February 2024	CFO
	Investigate Supply Nation membership.	February 2024	CFO
10. Increase partnership work with Aboriginal and Torres Strait Islander stakeholders and organisations to identify needs and inform the approach required to achieving better respiratory outcomes for Aboriginal and Torres Strait Islander peoples.	Develop an understanding of the lived experience of Aboriginal and Torres Strait Islander peoples affected by lung disease and lung cancer.	April 2024	Senior Manager, Policy, Advocacy and Prevention
	Undertake stakeholder mapping to identify new or existing partners amongst Aboriginal and Torres Strait Islander communities, organisations and service providers which we could work with.	December 2023	Priority Populations Program Coordinator
	Investigate opportunities for partnerships in which we could contribute our services, resources and programs to support better respiratory outcomes led by Aboriginal and Torres Strait Islander peoples.	February 2024	Priority Populations Program Coordinator

Governance



ACTION	DELIVERABLE	TIMELINE	RESPONSIBILITY
11. Establish and maintain an effective RAP Working Group (RWG) to drive governance of the RAP.	Maintain a RWG to govern RAP implementation.	September 2023	CEO
	Review Terms of Reference for the RWG.	September 2023	CEO
	Establish Aboriginal and Torres Strait Islander representation on the RWG.	November 2023	CEO
12. Provide appropriate support for effective implementation of RAP commitments.	Define resource needs for RAP implementation.	August 2023	CEO
	Engage senior leaders in the delivery of RAP commitments.	August 2023	CEO
	Build a First Nations Advisory Group to inform implementation of Lung Foundation Australia's RAP and provide ongoing strategic input to the wider organisation.	April 2024	Priority Populations Program Coordinator
	Define appropriate systems and capability to track, measure and report on RAP commitments.	August 2023	CEO
13. Build accountability and transparency through reporting RAP achievements, challenges and learnings both internally and externally.	Contact Reconciliation Australia to verify that our primary and secondary contact details are up to date, to ensure we do not miss out on important RAP correspondence.	June (annually)	CEO
	Contact Reconciliation Australia to request our unique link, to access the online RAP Impact Measurement Questionnaire.	1 August (annually)	Priority Populations Program Coordinator
	Complete and submit the annual RAP Impact Measurement Questionnaire to Reconciliation Australia.	30 September (annually)	Priority Populations Program Coordinator
14. Continue our reconciliation journey by developing our next RAP.	Register via Reconciliation Australia's website to begin developing our next RAP.	April 2024	Priority Populations Program Coordinator

CONTACT DETAILS:

Name: Maria Endries

Position: Priority Populations Program Coordinator

Phone: 07 3251 3674

Email: mariae@lungfoundation.com.au

Free call **1800 654 301**
lungfoundation.com.au