



2013-14 public report form submitted by Downer EDI Rail Pty Ltd to the Workplace Gender Equality Agency

Organisation and contact details

Organisation registration	Legal name ABN ANZSIC	Downer EDI Rail Pty Ltd 92000002031 2393 Railway Rolling Stock Manufacturing and Repair Services
Organisation details	Trading name/s ASX code (if relevant)	
	Postal address	Level 1, Triniti 1, Triniti Business Campus, 39 Delhi Road NORTH RYDE NSW 2113 AUSTRALIA
	Organisation phone number	0294689700
Reporting structure	Number of employees covered in this report submission	1826
	Other organisations reported on in this report	EDI Rail PPP Maintenance Pty Limited





Workplace profile Manager

Manager occupational categories	Reporting level to CEO	Employment status	No. of employees			
			F	М	Total employees	
CEO/Head of Business in Australia	0	Full-time permanent	0	0	0	
		Full-time contract	0	1	1	
		Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
Key management personnel	-1	Full-time permanent	0	2	2	
		Full-time contract	0	3	3	
		Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
Other executives/General managers	-2	Full-time permanent	3	15	18	
-		Full-time contract	0	2	2	
		Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
Senior Managers	-3	Full-time permanent	9	37	46	
		Full-time contract	0	6	6	
		Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
Other managers	-4	Full-time permanent	4	84	88	
		Full-time contract	3	11	14	
		Part-time permanent	0	1	1	
		Part-time contract	0	0	0	
		Casual	0	0	0	
	-5	Full-time permanent	1	13	14	
		Full-time contract	0	2	2	
		Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
Grand total: all managers	•	-	20	177	197	





Non-manager

Non-manager occupational categories	Employment status		excluding graduates and prentices)		aduates (if icable)	No. of ap	Total employees	
		F	М	F	М	F	M	
Professionals	Full-time permanent	48	182	0	1	0	0	231
	Full-time contract	10	38	0	0	0	0	48
	Part-time permanent	1	3	0	0	0	0	4
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	3	0	0	0	0	3
Technicians and trade	Full-time permanent	5	971	0	0	3	58	1,037
	Full-time contract	1	25	0	0	0	0	26
	Part-time permanent	0	1	0	0	0	0	1
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	2	0	0	0	0	2
Community and personal service	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Clerical and administrative	Full-time permanent	52	55	0	0	0	0	107
	Full-time contract	14	4	0	0	0	0	18
	Part-time permanent	13	0	0	0	0	0	13
	Part-time contract	0	0	0	0	0	0	0
	Casual	1	1	0	0	0	0	2
Sales	Full-time permanent	1	10	0	0	0	0	11
	Full-time contract	0	0	0	0	0	0	0
	Part-time permanent	0	0	0	0	0	0	0

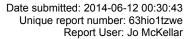




Date submitted: 2014-06-12 00:30:43

Unique report number: 63hio1tzwe Report User: Jo McKellar

Non-manager occupational categories	Employment status	No. of employees (excluding graduates and prentices)		aduates (if cable)	No. of ap	Total employees	
		F	M	F	М	F	M	
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Machinery operators and drivers	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Labourers	Full-time permanent	5	89	0	0	0	0	94
	Full-time contract	0	1	0	0	0	0	1
	Part-time permanent	1	0	0	0	0	0	1
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Others	Full-time permanent	2	26	0	0	0	0	28
	Full-time contract	0	0	0	0	0	0	0
	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	2	0	0	0	0	0	2
Grand total: all non-managers	·	156	1,411	0	1	3	58	1,629







1.5

Reporting questionnaire

Gender equality indicator 1: Gender composition of workforce

1 Do you have formal policies or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY in relation to:
1.1 Recruitment? Yes
 ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy
□ No □ No, currently under development □ No, insufficient human resources staff □ No, don't have expertise □ No, not a priority
1.2 Retention? ☐ Yes
Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
 No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority
1.3 Performance management processes? ☐ Yes
Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
 No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority
1.4 Promotions? ☐ Yes
☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy
□ No □ No, currently under development □ No, insufficient human resources staff □ No, don't have expertise □ No, not a priority

Talent identification/identification of high potentials?





Yes	Standalone policy Standalone within another policy Standalone strategy Strategy is contained within another strategy
☐ No, ☐ No,	currently under development insufficient human resources staff don't have expertise not a priority
1.6 ☐ Yes	Succession planning? Standalone policy Policy is contained within another policy Standalone strategy
☐ No, ☐ No,	Strategy is contained within another strategy currently under development insufficient human resources staff don't have expertise not a priority
1.7 Yes	Training and development? Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
☐ No, ☐ No,	currently under development insufficient human resources staff don't have expertise not a priority
☐ No,	Resignations? Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy currently under development insufficient human resources staff don't have expertise
_	not a priority Key performance indicators for managers relating to gender equality?
☐ No	☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy currently under development
☐ No, ☐ No, ☑ No,	insufficient human resources staff don't have expertise not a priority
1.10	Gender equality overall?

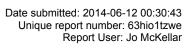




_ Yes
☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy ☐ No
☐ No, currently under development ☐ No, insufficient human resources staff ☐ No, don't have expertise ☑ No, not a priority
1.11 You may provide details of other formal policies or formal strategies that specifically support gender equality that may be in place: The Downer Group Diversity & Inclusiveness Policy has a particular focus on gender and seeks to promote a workplace that values diversity. The Downer Standards of Business Conduct that apply to all employees states that our "aim is to ensure equal treatment and equal employment opportunities for all our people, regardless of gender".
Gender equality indicator 2: Gender composition of governing bodies
Does your organisation, or any organisation you are reporting on, have a governing body/board? (If you answered no, you will only be required to answer question 2.4, if applicable) ☐ Yes ☐ No
2.1 Please complete the table below. List the names of organisations on whose governing bodies/boards you are reporting. For each organisation, also indicate the gender

composition of that governing body/board; and where in place, include what gender composition target has been set and the year the target is to be reached. IMPORTANT NOTE: where an organisation name has been entered in the table, you must enter the gender composition numbers of that governing body/board. If no target has been set for that particular governing body/board, please enter the number 0 in the '% Target' column and leave the 'Year to be reached' column blank. Otherwise, please enter a number from 0-100 in the '% Target' column and a future date in the format of YYYY in the 'Year to be reached'

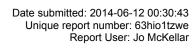
Colu	Organisation name	Chairperson		Board members		% Target	Year to be reached
		F	М	F	М		
1	Downer EDI Limited	0	1	3	4	0	
2							
3							
4							
5							
6							
7						-	
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50								
2.2 For any governing bodies/boards where gender composition targets have not been set, you may specify why below: Governing body has gender balance (e.g 40% women/40% men/20% either) Currently under development Insufficient human resources staff Don't have expertise Don't have control over board appointments (provide details why): Not a priority Other (provide details):								
	Do you have a form //board members for A //es Standalone pol Policy is contain Standalone strate Strategy is contain Ito Ito, in place for some golo, currently under devolo, insufficient human Ito, do not have control Ito, don't have expertis	icy ned wit ategy tained v overnin relopmeresourd	anisation hin anoti within an ig bodies ent es staff	ns covere her policy nother str	ed in this r y rategy	report?		
	lo, not a priority lo, other (provide deta nformal strategy an ac	ils):	aken hav	/e delive	red.			



2.4 If your organisation, or any organisation you are reporting on, is a partnership please enter the total number of male and female EQUITY PARTNERS in the following table (if your managing partner is also an equity partner enter those details separately in the relevant row below). If you have a separate governing body/board of directors, please enter its composition in 2.1

	F	M
Managing partner		
Other equity partners		

Gender equality indicator 3: Equal remuneration between women and men
3 Do you have a formal policy or strategy on remuneration generally? ☐ Yes
 ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy
 No No, currently under development No, insufficient human resources staff No, included in workplace agreement No, don't have expertise No, salaries set by awards or industrial agreements
No non-award employees paid market rate ☐ No, not a priority ☐ No, other (provide details):
3.2 If you answered yes to question 3.1, please provide details on what gender pay equity objectives are included in your formal policy or formal strategy, and include timeframes for achieving these objectives:
4 Has a gender remuneration gap analysis been undertaken? Yes - please indicate when this analysis was most recently undetaken Within last 12 months Within last 1-2 years More than 2 years ago but less than 4 years ago Other (provide details):
 No No, currently under development No, insufficient human resources staff No, don't have expertise No, salaries set by awards or industrial agreements No, non-award employees paid market rate No, not a priority No, other (provide details):

Gender equality indicator 4: Availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities





5 Do you provide addition to any governmy Yes No No, currently being No, insufficient hum No, government school No, don't know how No, not a priority No, other (provide of	considered can resources staff neme is sufficient to implement		leave for PRIMARY (me for primary carers	
5.1 Please indicate provided for primary ca		eks of employ	er funded paid parer	ntal leave that are
5.2 How is employ ⊠ By paying the gap be leave scheme □ By paying the employ (regardless of the period pay for 24 weeks) □ As a lump sum paying the employ the period pay for 24 weeks)	petween the employ byee's full salary (in od of time over whic	ree's salary are addition to the thick it is paid for	ne government's paic example, full pay fo	paid parental I scheme) r 12 weeks or half
6 Do you provide addition to any governmy Yes, one week or go Yes, less than one on No, currently being No, insufficient hum No, government school No, don't know how No, not a priority No, other (provide of	ment funded parent reater week considered an resources staff neme is sufficient to implement		e for SECONDARY C	
7 How many femutilised parental leave			nale and male non-mast reporting period?	nanagers, have
·	Primary carer	r's leave	Secondary car Female	
Managers	Female 6	Male 0	0	Male 2
Non-managers	6	0	0	13
8 What proportion of your total workforce has access to employer funded paid parental leave?				
Primai %	ry carer's leave 90		Secondary carer's	leave
,,				
9 Do you have a formal policy or formal strategy on flexible working arrangements? ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy				





□ No
No, currently under development
No, insufficient human resources staff
No, included in workplace agreement
No, don't have expertise
No, don't offer flexible arrangements
No, not a priority
No, other (provide details):
Do you have a formal policy or formal strategy to support employees with family and caring responsibilities?
Yes
Standalone policy
Policy is contained within another policy
Standalone strategy
Strategy is contained within another strategy
□ No
No, currently under development
No, insufficient human resources staff
No, included in workplace agreement
No, don't have expertise
No, not a priority
No, other (provide details):
Do you have any non-leave based measures to support employees with family and
caring responsibilities?
⊠ Yes
□ No
No, currently under development
No, insufficient human resources staff
No, don't have expertise
No, not a priority
No, other (provide details):
11.1 To understand where these measures are available, do you have other worksites in
addition to your head office?
□ No
11.2 Please indicate what measures are in place and in which worksites they are available
(if you do not have multiple worksites, you would select 'Head office only'):
Employer subsidised childcare
Head office only
Other worksites only
Head office and some other worksites
☐ All worksites including head office
☐ On-site childcare
☐ Head office only
Other worksites only
Head office and some other worksites
☐ All worksites including head office
☐ Breastfeeding facilities
Head office only
Other worksites only
☐ Head office and some other worksites
☐ All worksites including head office
Childcare referral services





	Head office only
	Other worksites only
_	Head office and some other worksites
\square	All worksites including head office
	support network for parents
	Head office only
	Other worksites only
	Head office and some other worksites
	All worksites including head office
	o work bonus
	Head office only
	Other worksites only
	Head office and some other worksites
	All worksites including head office
	ion packs to support new parents and/or those with elder care responsibilities
	Head office only
	Other worksites only
	Head office and some other worksites
\boxtimes	All worksites including head office
□ Referral	services to support employees with family and/or caring responsibilities
	Head office only
	Other worksites only
	Head office and some other worksites
\boxtimes	All worksites including head office
☐ Targete	d communication mechanisms, for example intranet/forums
	Head office only
	Other worksites only
	Head office and some other worksites
	All worksites including head office
■ None of	the above, please complete question 11.3 below
experiencin Yes No No, curr No, insu No, ont No, ont No, ont	you have a formal policy or formal strategy to support employees who are g family or domestic violence? Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy ently under development fficient human resources staff uded in workplace agreement aware of the need t have expertise a priority er (provide details):
are experie Yes - ple	ner than a policy or strategy, do you have any measures to support employees who noting family or domestic violence? Lease indicate the type of measures in place: Employee assistance program Access to leave Training of human resources (or other) staff Other (provide details):
No, insu	ently under development fficient human resources staff aware of the need





☐ No, don't have ☐ No, not a prion ☐ No, other (pro	ity							
14 Please tick the checkboxes in the table below to indicate which employment terms, conditions or practices are available to your employees (please note that not ticking a box indicates that a particular employment term, condition or practice is not in place):								
	For	<u>Mana</u> male	agers I M	ale	For	Non-ma male	anagers	lale
	Formal	Informal	Formal	Informal	Formal	Informal	Formal	Informa
Flexible hours of work								\boxtimes
Compressed working weeks								
Time-in-lieu		\boxtimes						
Telecommuting								\boxtimes
Part-time work								\boxtimes
Job sharing								
Carer's leave	\boxtimes		\boxtimes		\boxtimes			
Purchased leave								
Unpaid leave								
14.1 If there are any other employment terms, conditions or practices that are available to your employees, you may provide details of those below:								
14.2 Where employment terms, conditions or practices are not available to your employees for any of the categories listed above, you may specify why below? Currently under development Insufficient human resources staff Don't have expertise Not a priority Other (provide details): Purchased leave, whilst not offered in a formal sense, is not actively discouraged. Any application for purchased leave would be considered, taking into account our OH&S obligations, the nature of the work, the length of service and operational business requirements.								
Gender equality indicator 5: Consultation with employees on issues concerning gender equality in the workplace								
Have you consulted with employees on issues concerning gender equality in your workplace? ☐ Yes ☐ No								
No, not neede		•	•					
☐ No, insufficient human resources staff								





 No, don't have expertise No, not a priority No, other (provide details): Conducted in the previous year and difficult sector economics have meant that resources have not been allocated during the year, but it is out intention to consult with employees next year and establish a biennial consultation process.
Gender equality indicator 6: Sex-based harassment and discrimination
16 Do you have a formal policy or formal strategy on sex-based harassment and discrimination prevention? ☑ Yes
 Standalone policy Policy is contained within another policy Standalone strategy
☐ Strategy is contained within another strategy ☐ No
 No, currently under development No, insufficient human resources staff No, included in workplace agreement No, don't have expertise
No, not a priorityNo, other (provide details):
16.1 Do you include a grievance process in any sex-based harassment and discrimination prevention policy or strategy? ☐ Yes ☐ No ☐ No, currently under development ☐ No, insufficient human resources staff ☐ No, don't have expertise ☐ No, not a priority ☐ No, other (provide details):
Does your workplace provide training for all managers on sex-based harassment and discrimination prevention? Yes - please indicate how often this training is provided: At induction At least annually Every one-to-two years Every three years Varies across business units Other (provide details):
 No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority No, other (provide details): Compliance e-learning training in trial.

Other





Should you wish to provide details of any initiatives that you feel are particularly outstanding, or that have resulted in improved gender equality outcomes in your workplace, please enter this information below. (Please note that any information you provide here will appear in your public report)

19 You may provide additional details on any information provided in the report below.





Notification and access

List of employee organisations

Australian Manufacturing Workers Union
Communications Electrial Plumbing Union / Electrical Trade Union
Construction, Forestry, Mining & Energy Union
Rail, Tram & Bus Union
Australian Workers Union

CEO sign off confirmation

Name of CEO or equivalent	Ross Spicer
Confirmation CEO has signed the report	Yes