



2015-16 public report form submitted by Downer EDI Engineering Power Pty Ltd to the Workplace Gender Equality Agency

Organisation and contact details

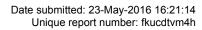
Organisation registration	Legal name ABN ANZSIC	Downer EDI Engineering Power Pty Ltd 53000983700 3109 Other Heavy and Civil Engineering Construction
Organisation details	Trading name/s ASX code (if relevant)	Downer DOW
	Postal address	Triniti Business Campus, 39 Delhi Road North Ryde NSW 2111 AUSTRALIA
	Organisation phone number	0396449171
Reporting structure	Ultimate parent Number of employees covered in this report submission	Downer EDI Limited 5,191
	Other organisations reported on in this report	Downer EDI Engineering Electrical Pty Ltd Mineral Technologies Pty Ltd QCC Resources Pty Ltd





Workplace profile Manager

Manager appunational estageries	Departing level to CEO	Employment status		No. of employees			
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees		
		Full-time permanent	0	1	1		
		Full-time contract	0	0	0		
CEO/Head of Business in Australia	0	Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	1	7	8		
Key management personnel		Full-time contract	0	0	0		
	-1	Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	0	0	0		
		Full-time contract	0	0	0		
	-1	Part-time permanent	0	1	1		
		Part-time contract	0	0	0		
011 11 10 1		Casual	0	0	0		
Other executives/General managers	-2	Full-time permanent	0	5	5		
		Full-time contract	0	0	0		
		Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	0	14	14		
		Full-time contract	1	0	1		
	-2	Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
0 : 11		Casual	0	0	0		
Senior Managers		Full-time permanent	0	6	6		
		Full-time contract	0	0	0		
	-3	Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	5	8	13		
		Full-time contract	0	0	0		
Other managers	-2	Part-time permanent	0	0	0		
5		Part-time contract	0	0	0		
		Casual	0	0	0		







Manager occupational categories	Reporting level to CEO	Employment status	No. of employees			
ivianager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees	
		Full-time permanent	4	23	27	
		Full-time contract	0	2	2	
	-3 P	Part-time permanent	3	1	4	
		Part-time contract	0	0	0	
		0	0	0		
		Full-time permanent	2	153	155	
		Full-time contract	3	53	56	
	-4	Part-time permanent	0	1	1	
		Part-time contract	0	0	Ō	
		Casual	2	8	10	
Grand total: all managers				283	304	





Non-manager

Non-manager occupational	Employment	No. of employees ((excluding graduates and prentices)	No. of gr appli	aduates (if icable)	No. of ap	oprentices (if	Total
categories	status	F	М	F	М	F	М	employees
Professionals	Full-time permanent	40	268	0	0	0	0	308
	Full-time contract	30	92	0	0	0	0	122
	Part-time permanent	3	4	0	0	0	0	7
	Part-time contract	0	0	0	0	0	0	0
	Casual	5	39	0	0	0	0	44
	Full-time permanent	23	2,516	0	0	1	64	2,604
	Full-time contract	3	65	0	0	0	0	68
Technicians and trade	Part-time permanent	1	5	0	0	0	0	6
	Part-time contract	0	0	0	0	0	0	0
	Casual	5	408	0	0	0	0	413
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Community and personal service	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
	Full-time permanent	92	29	0	0	0	0	121
	Full-time contract	71	11	0	0	0	0	82
Clerical and administrative	Part-time permanent	12	1	0	0	0	0	13
	Part-time contract	0	0	0	0	0	0	0
	Casual	22	9	0	0	0	0	31
	Full-time permanent	0	0	0	0	0	0	0
Sales	Full-time contract	0	0	0	0	0	0	0
	Part-time permanent	0	0	0	0	0	0	0





Non-manager occupational categories	Employment status		excluding graduates and rentices)		aduates (if icable)	No. of apprentices (if applicable)		Total employees
Categories		F	M	F	М	F	М	employees
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	2	67	0	0	0	0	69
	Full-time contract	0	1	0	0	0	0	1
Machinery operators and drivers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	4	0	0	0	0	4
	Full-time permanent	20	793	0	0	0	0	813
	Full-time contract	1	27	0	0	0	0	28
Labourers	Part-time permanent	1	3	0	0	0	0	4
	Part-time contract	0	0	0	0	0	0	0
	Casual	10	139	0	0	0	0	149
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Others	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
Grand total: all non-managers		341	4,481	0	0	1	64	4,887

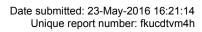




Reporting questionnaire

Gender equality indicator 1: Gender composition of workforce

1 Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY in relation to:
1.1 Recruitment? ☐ Yes (you can select policy and/or strategy options) ☐ 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 (you can select policy and/or strategy options) ☐ 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 (you can select policy and/or strategy options) 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 (you can select policy and/or strategy options) 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
1.5 Talent identification/identification of high potentials? ☑ Yes (you can select policy and/or strategy options)







	Standalone policy Policy is contained within another policy Standalone strategy
☐ No ☐ No, cur ☐ No, inst ☐ No, dor	Strategy is contained within another strategy rently under development ufficient human resources staff of have expertise a priority
⊠ Yes (yo	occession planning? ou can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
No, cur No, ins	rently under development ufficient human resources staff n't have expertise a priority
⊠ Yes (yo	aining and development? bu can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
☐ No ☐ No, cur ☐ No, insi ☐ No, dor	rently under development ufficient human resources staff of have expertise a priority
⊠ Yes (yo	esignations? ou can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
☐ No ☐ No, cur ☐ No, inst ☐ No, dor	rently under development ufficient human resources staff of have expertise a priority
	ey performance indicators for managers relating to gender equality? ou can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
No, ins	rently under development ufficient human resources staff n't have expertise a priority
	ender equality overall? ou can select policy and/or strategy options)





☐ 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, 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:

Downer has a number of targeted policies, procedures, guides and standards that reference equality and diversity in the workplace. Three fundamental internal mechanisms are outlined below:

- Standards of Business Conduct which state that "We aim to ensure equal treatment and equal employment opportunities for all our people, regardless of gender..."
- Equal Employment Opportunity Policy that references "Equal opportunity for all applications and employees for the lifecycle of employment". This policy is frequently referred to in specific people policies, including those functions outlined in 1.1-1.9
- Diversity and Inclusiveness Policy which provides a framework for the Company to "Reinforce our commitment to supporting a workplace which is as diverse as the community within which it operates... Diversity and inclusiveness means recognising and embracing individual differences in our workforce, including gender...". Referenced within this policy is the need to focus on three areas, with gender being one of them.
- 1.12 In the table below, please provide the NUMBER of new appointments made during the reporting period (by gender and manager/non-manager categories). This should include appointments from both external and internal sources such that if an existing employee is appointed to another role within the organisation (promotion or not), they would need to be included.

All appointments need to be included regardless of how they were made, for example through recruitment exercises, cold canvassing, previously-submitted resumes.

, in a second contract of the							
	Managers		Non-managers				
	Female	Male	Female	Male			
NUMBER of appointments made	11	85	224	3261			

1.13 In the table below, please provide the NUMBER of employees who were awarded promotions during the reporting period (by gender, employment status and manager/non-manager categories).

('Promotion' means where a person has advanced or been raised to a higher office or rank on an ongoing basis. Temporary higher duties are not considered a promotion. This does not typically include movement within a salary band unless it involves a move to higher office or rank.)

	Managers		Non-managers		
	Female	Male	Female	Male	
Permanent/ongoing full-time employees	2	54	6	51	
Permanent/ongoing part-time employees	0	0	0	0	
Fixed-term contract full-time employees	1	3	3	4	
Fixed-term contract part-time employees	0	0	0	0	





	Managers		Non-managers		
	Female	Male	Female	Male	
Casual employees	0	0	0	5	

1.14 In the table below, please provide the NUMBER of employees who have resigned during the reporting period (by gender, employment status, and manager/non-manager categories).

('Resigned' refers to employees who have given up their employment voluntarily, not those

who are subject to employer-initiated terminations or redundancies.)

	Managers		Non-man	agers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	2	20	62	799
Permanent/ongoing part-time employees	0	1	1	0
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	9	88

1.15 Should you wish to provide additional information on any of your responses under gender equality indicator 1, please do so below:

Gender equality indicator 2: Gender composition of governing bodies

- Your organisation, or organisations you are reporting on, will have a governing body/board as defined in the Workplace Gender Equality Act 2012 (Act). (In the Act, a governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer".) For the purposes of reporting under the Act, this question relates to the ultimate or 'highest' governing body for your organisation. NB: if your governing body/board is located overseas, it still needs to be included.
- o For private or publicly listed companies, you will have one or more directors or a board of directors.
- o For trusts, the trustee is the governing body/board.
- o For partnerships, the governing body/board is likely to comprise all or some (if elected) partners.
- o For organisations whose governing body/board is the same as their parent entity's governing body/board, it is still deemed to have a governing body/board.
- o For religious structures, you may have a canonical advisor, bishop or archbishop.
- o For other structures that do not fall into any of the above categories, your committee of management would be considered your governing body/board.
- 2.1 Please complete the table below, ensuring data entered is based on the instructions in each column header. For each organisation, enter the number of women and men on that governing body/board (not percentage). If a target has been set to increase the representation of women on any of the governing bodies listed, please indicate the % target and the year it is to be reached.





If your organisation's governing body/board is the same as your parent entity's governing body/board, you will need to enter your organisation's name but the details of your parent entity's governing body/board in the table below.

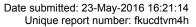
entity's governing body/board in the table below.							
	Organisation	Gender and NUMBER of chairperson/s (NOT percentage)		Gender and NUMBER of other governing body/board members (NOT percentage)		% target for representation of women on each governing body/board	Year to be reached
	name	F (Chair)	M (Chair)	F	M	(enter 0 if no target has been set, or enter a % between 1- 100)	(in YYYY format; if no target has been set, leave blank)
01	Downer EDI Limited	0	1	2	4	0	
02							
03							
04							
05							
06							
07							
08							
09							
10							
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16							
17							
18							
19							
20							
21							





Organisation		Gender and NUMBER of chairperson/s (NOT percentage)		Gender and NUMBER of other governing body/board members (NOT percentage)		% target for representation of women on each governing body/board	Year to be reached	
	name	F (Chair)	M (Chair)	F	M	(enter 0 if no target has been set, or enter a % between 1- 100)	(in YYYY format; if no target has been set, leave blank)	
22								
23								
24								
25								
26								
27								
28								
29								
30								
2.2 If a target relating to the representation of women has not been set for any of the governing bodies listed above, you may specify why below: Governing body/board has gender balance (e.g. 40% women/40% men/20% either) Currently under development Insufficient human resources staff Don't have expertise								

29									
30									
	erning bodies lis Governing body Currently under nsufficient huma Don't have expe	sted above board had developm an resoure rtise	e, you ma s gender ent ces staff	y specify v balance (e	why below: e.g. 40% wo	as not been set foo omen/40% men/20 nents (provide det	0% either)		
	 Not a priority ✓ Other (provide details): This continues to be an area of focus for Downer and we will continue to work towards addressing the gender balance as vacancies arise. The most recent two board appointees were female. 								
	appointees were female.								
_	No, don't have e No, not a priority	•							







No, other (provide details):
Whist no formal policy or strategy exists, informal measures and actions have been undertaken.

2.4 Partnership structures only: (only answer this question if your organisation operates under a partnership structure, ie is NOT an incorporated entity (ie Pty Ltd, Ltd or Inc), or an unincorporated entity).

Please enter the total number of female and male equity partners (excluding the managing partner) in the following table against the relevant WGEA standardised manager definitions. Non-equity (salaried) partners need to be included in your workplace profile.

Details of your managing partner should be included separately in the CEO row of your workplace profile.

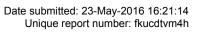
NB: Please ensure that the composition of your governing body/board (which may include all or some of your equity partners below) is also entered in question 2.1.

	Full- time females	Part- time females	Full- time males	Part- time males
Equity partners who ARE key management personnel (KMPs) (excluding your managing partner)				
Equity partners who are "Other executives/General managers"				
Equity partners who are "Senior managers"				
Equity partners who are "Other managers"				

2.5 Should you wish to provide additional information on any of your responses under gender equality indicator 2, please do so below:

Gender equality indicator 3: Equal remuneration between women and men

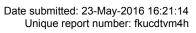
Do you have a formal policy and/or formal strategy on remuneration generally? Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy
□ No
☐ No, currently under development ☐ 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):
3.1 Are specific gender pay equity objectives included in your formal policy and/or formal
strategy?
X Yes (provide details in questions 3.2 and/or 3.3 below)No







 No, insufficient human resources staff No, don't have expertise No, salaries set by awards or industrial agreements No, non-award employees are paid market rate No, not a priority No, other (provide details):
3.2 You have answered yes to question 3.1. Please indicate whether your formal policy or formal strategy includes the following gender pay equity objectives (more than one option can be selected): \[\textstyle \textstyle \text{To achieve gender pay equity} \] \[\textstyle \text{To ensure no gender bias occurs at any point in the remuneration review process (for example at commencement, at annual salary reviews, out-of-cycle pay reviews, and performance pay reviews) \[\textstyle \text{To be transparent about pay scales and/or salary bands} \] \[\textstyle \text{To ensure managers are held accountable for pay equity outcomes} \] \[\textstyle \text{To implement and/or maintain a transparent and rigorous performance assessment process} \] \[\text{Other (Please provide details in question 3.3 below)} \]
3.3 Provide details of other gender pay equity objectives that are included in your formal policy or formal strategy including timeframes for achieving these objectives:
4 Has a gender remuneration gap analysis been undertaken? (This is a payroll analysis to determine whether there are any gaps between what women and men are paid.) ☑ Yes. When was the most recent gender remuneration gap analysis undertaken? ☑ 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 for ALL employees (including managers) are set by awards or industrial agreements, AND there is no room for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or qualifications) No, salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there IS room for discretion in pay changes (because pay increases can occur with some discretion such as performance assessments) No, non-award employees are paid market rate No, not a priority No, other (provide details):
4.01 Should you wish to provide details on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like, organisation-wide), please do so below:
4.1 Were any actions taken as a result of your gender remuneration gap analysis? ☐ Yes - please indicate what actions were taken (more than one option can be selected): ☐ Created a pay equity strategy or action plan ☐ Identified cause/s of the gaps ☐ Reviewed remuneration decision-making processes ☐ Analysed commencement salaries by gender to ensure there are no pay gaps ☐ Analysed performance ratings to ensure there is no gender bias (including unconscious bias)







☐ Analysed performance pay to ensure there is no gender bias (including
unconscious bias) Trained people-managers in addressing gender bias (including unconscious bias)
Set targets to reduce any like-for-like gaps
Set targets to reduce any organisation-wide gaps
Reported pay equity metrics (including gender pay gaps) to the governing
body/board
Reported pay equity metrics (including gender pay gaps) to the executive
Reported pay equity metrics (including gender pay gaps) to all employees
 Reported pay equity metrics (including gender pay gaps) externally Corrected like-for-like gaps
☐ Conducted a gender-based job evaluation process
Implemented other changes (provide details):
□ No
No unexplainable or unjustifiable gaps identified
No, currently under development
No, insufficient human resources staff
No, don't have expertiseNo, salaries set by awards or industrial agreements
No, non-award employees are paid market rate
No, unable to address cause/s of gaps (provide details why):
☐ No, not a priority
No, other (provide details):
4.2 Should you wish to provide additional information on any of your responses under
4.2 Should you wish to provide additional information on any of your responses under gender equality indicator 3, please do so below:
gender equality indicator 3, please do so below.
Gender equality indicator 4: Flexible working and support for employees with family and
Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities
caring responsibilities
caring responsibilities Do you provide employer funded paid parental leave for PRIMARY CARERS, in
caring responsibilities 5 Do you provide employer funded paid parental leave for PRIMARY CARERS, in addition to any government funded parental leave scheme for primary carers?
caring responsibilities Do you provide employer funded paid parental leave for PRIMARY CARERS, in
caring responsibilities 5 Do you provide employer funded paid parental leave for PRIMARY CARERS, in addition to any government funded parental leave scheme for primary carers? Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer): By paying the gap between the employee's salary and the government's paid
caring responsibilities 5 Do you provide employer funded paid parental leave for PRIMARY CARERS, in addition to any government funded parental leave scheme for primary carers? Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer): By paying the gap between the employee's salary and the government's paid parental leave scheme
caring responsibilities 5 Do you provide employer funded paid parental leave for PRIMARY CARERS, in addition to any government funded parental leave scheme for primary carers? ☑ Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer): ☑ By paying the gap between the employee's salary and the government's paid parental leave scheme ☐ By paying the employee's full salary (in addition to the government's paid
caring responsibilities 5 Do you provide employer funded paid parental leave for PRIMARY CARERS, in addition to any government funded parental leave scheme for primary carers? \[\text{Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer):} \[\text{By paying the gap between the employee's salary and the government's paid parental leave scheme} \[\text{By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12}
caring responsibilities 5 Do you provide employer funded paid parental leave for PRIMARY CARERS, in addition to any government funded parental leave scheme for primary carers? Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer): By paying the gap between the employee's salary and the government's paid parental leave scheme By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks
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caring responsibilities 5 Do you provide employer funded paid parental leave for PRIMARY CARERS, in addition to any government funded parental leave scheme for primary carers? \[\text{Yes.}\] (Please indicate how employer funded paid parental leave is provided to the primary carer): \[\text{Sp paying the gap between the employee's salary and the government's paid parental leave scheme \[\text{Sp paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks \[\text{As a lump sum payment (paid pre- or post- parental leave, or a combination)} \] \[\text{No, insufficient human resources staff} \[\text{No, government scheme is sufficient} \] \[\text{No, don't know how to implement} \]
caring responsibilities 5 Do you provide employer funded paid parental leave for PRIMARY CARERS, in addition to any government funded parental leave scheme for primary carers? \[\text{Yes.}\] (Please indicate how employer funded paid parental leave is provided to the primary carer): \[\text{Sp paying the gap between the employee's salary and the government's paid parental leave scheme \[\text{Sp paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks \[\text{As a lump sum payment (paid pre- or post- parental leave, or a combination)} \] \[\text{No, currently being considered} \[\text{No, insufficient human resources staff} \] \[\text{No, government scheme is sufficient} \] \[\text{No, don't know how to implement} \] \[\text{No, not a priority} \]
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Optional: If you wish to provide additional details on the eligibility period/s and the maximum number of paid parental leave offered to primary carers, please do so below:

- 5.1a What is the eligibility period for employees to access the MINIMUM amount of employer funded paid parental leave (ie how long do employees need to be employed to access this MINIMUM amount in months)?

 12
- 5.1b If you offer different amounts of employer funded paid parental leave, what is the MAXIMUM number of weeks of employer funded paid parental leave that is provided for primary carers (in weeks)?
- 5.1c What is the eligibility period for employees to access the MAXIMUM amount of employer funded paid parental leave (ie how long do employees need to be employed to access this MAXIMUM amount in months)?
- 5.2 What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY CARERS? In your calculation, you must include casuals when working out the proportion. For example, if ALL employees have access to employer funded paid parental leave for PRIMARY CARERS, including casuals, you would enter 100%. If casuals do not have access to this leave, your figure would always be less than 100%.

Please enter a whole number that represents the percentage of employees to the nearest 10th percentile, e.g., if 23.4% enter 20; if 45.7% enter 50).

	Primary carer's leave
Percentage:	100

6	Do vou provide emplover fund	ed paid parental leave for SECONDARY CARERS, in
	on to any government funded par	ental leave scheme for secondary carers?
	s, one week or greater (please g	
☐ Yes	s, less than one week (please go	to 6.2)
\boxtimes No	1	
	, currently being considered	
	, insufficient human resources st	
	, government scheme is sufficier	ıt
	, don't know how to implement	
	, not a priority	
∐ No,	, other (provide details):	

How many female and male managers, and female and male non-managers, have utilised parental leave (paid and/or unpaid) during the past reporting period (this is to include employees still on parental leave who commenced this leave in another reporting period)?

	Primary carer's leave Female Male		Secondary carer's leave		
			Female	Male	
Managers	2	0	0	0	
Non-managers	14	0	0	0	

8 Provide the NUMBER of employees who, during the reporting period, ceased employment during, or at the end of, parental leave (by gender and manager/non-manager categories).

This includes employees on parental leave that had commenced in another reporting period. Include situations where the parental leave was taken continuously with any other leave type.



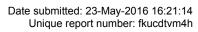


For example, a person may have utilised paid/unpaid parental leave, annual leave or other unpaid leave during a single block of 'parental leave'.

'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

	Female	Male
Managers	1	0
Non-managers	9	0

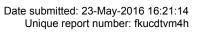
9 Do you have a formal policy and/or formal strategy on flexible working arrangements ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy	}?
☐ Policy is contained within another policy☒ Standalone strategy	
☐ Strategy is contained within another strategy	
□ No	
No, currently under development	
No, insufficient human resources staff	
No, included in workplace agreement	
No, don't have expertiseNo, don't offer flexible arrangements	
☐ No, not a priority	
☐ No, other (provide details):	
9.1 You may indicate which of the following are included in your flexible working arrangements strategy:	
☐ A business case for flexibility has been established and endorsed at the leadership level	
Leaders are visible role models of flexible working	
Flexible working is promoted throughout the organisation	
☐ Targets have been set for engagement in flexible work	
Targets have been set for men's engagement in flexible work	
Leaders are held accountable for improving workplace flexibility	
Manager training on flexible working is provided throughout the organisation	
Employee training is provided throughout the organisation	
Team-based training is provided throughout the organisation	
Employees are surveyed on whether they have sufficient flexibility	
The organisation's approach to flexibility is integrated into client conversations	
The impact of flexibility is evaluated (eg reduced absenteeism, increased employee	
engagement)	
Metrics on the use of, and/or the impact of, flexibility measures are reported to key	
management personnel	
Metrics on the use of, and/or the impact of, flexibility measures are reported to the	
governing body/board	
10 Do you have a formal policy and/or formal strategy to support employees with family	,
or caring responsibilities?	
Yes (you can select policy and/or strategy options)	
☐ Standalone policy	
Policy is contained within another policy	
Standalone 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 or caring responsibilities (e.g. employer-subsidised childcare, breastfeeding facilities, referral services)? Yes
No
☐ No, currently under development
No, insufficient human resources staff
No, don't have expertise
No, not a priority
No, other (provide details):
1.1 Please indicate what measures are in place and if they are available at all worksites where only one worksite exists, for example a head-office, please select "Available at all vorksites"):
Employer subsidised childcare
Available at some worksites only
Available at all worksites
On-site childcare
Available at some worksites only
Available at all worksites
☐ Breastfeeding facilities
☒ Available at some worksites only☐ Available at all worksites
☐ Available at all worksites ☐ Childcare referral services
Available at some worksites only
Internal support networks for parents
Available at some worksites only
Available at all worksites
Return to work bonus (only select this option if the return to work bonus is NOT the
palance of paid parental leave when an employee returns from leave).
☐ Available at some worksites only☐ Available at all worksites
☐ Information packs to support new parents and/or those with elder care responsibilities
Available at some worksites only
Available at all worksites
Referral services to support employees with family and/or caring responsibilities
Available at some worksites only
Available at all worksites
☐ Targeted communication mechanisms, for example intranet/ forums
☐ Available at some worksites only☒ Available at all worksites
Support in securing school holiday care
Available at some worksites only
Available at all worksites
Coaching for employees on returning to work from parental leave
☐ Available at some worksites only
Available at all worksites
Parenting workshops targeting mothers
Available at some worksites only
Available at all worksites
☐ Parenting workshops targeting fathers ☐ Available at some worksites only
Available at some worksites only Available at all worksites
None of the above, please complete question 11.2 below

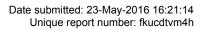






11.2 Please provide details of any other non-leave based measures that are in place and whether they are available at all worksites.

Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?
☐ Yes (you can select policy and/or strategy options)
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, not aware of the need
No, don't have expertise
No, not a priority
☐ No, other (please provide details):
Other than a policy and/or strategy, do you have any measures to support employees
who are experiencing family or domestic violence?
selected):
Employee assistance program (including access to a psychologist, chaplain or
counsellor)
☐ Training of key personnel
A domestic violence clause is in an enterprise agreement or workplace agreement
Workplace safety planning
Access to paid domestic violence leave (contained in an enterprise/workplace
agreement)
Access to unpaid domestic violence leave (contained in an enterprise/workplace
agreement) Access to paid domestic violence leave (not contained in an enterprise/workplace
agreement)
Access to unpaid leave
☐ Confidentiality of matters disclosed
Referral of employees to appropriate domestic violence support services for
expert advice
Protection from any adverse action or discrimination based on the disclosure of
domestic violence
☐ Flexible working arrangements
☐ Provide financial support (e.g. advance bonus payment or advanced pay)
Offer change of office location
Emergency accommodation assistance
Access to medical services (e.g. doctor or nurse)
Other (provide details):
□ No.
☐ No, insufficient human resources staff
☐ No, not aware of the need
☐ No, don't have expertise
□ No, not a priority
No. other (provide details):

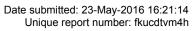






Please tick the checkboxes in the table below to indicate which employment terms, conditions or practices are available to your employees (please note that not ticking a box indicates that a particular employment term, condition or practice is not in place):

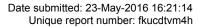
indicates that a p	Managers			Non-managers					
	Fer	Female Male		Female Male					
	Formal	Informal	Formal	Informal	Formal	Informal	Formal	Informal	
Flexible hours of work									
Compressed working weeks									
Time-in-lieu								\boxtimes	
Telecommuting									
Part-time work			\boxtimes						
Job sharing			\boxtimes						
Carer's leave									
Purchased leave									
Unpaid leave									
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): 14.3 Should you wish to provide additional information on any of your responses under gender equality indicator 4, please do so below:									
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 needed (provide details why):									
 No, insufficient human resources staff No, don't have expertise No, not a priority No, other (provide details): 									







15.1 How did you consult with employees on issues concerning gender equality in your workplace (more than one option can be selected)? Survey Consultative committee or group Focus groups Exit interviews Performance discussions Other (provide details):
15.2 Please indicate what categories of employees you consulted. All staff Women only Men only Human resources managers Management Employee representative group(s) Diversity committee or equivalent Women and men who have resigned while on parental leave Other (provide details):
15.3 Should you wish to provide additional information on any of your responses under gender equality indicator 5, please do so below:
Gender equality indicator 6: Sex-based harassment and discrimination 16 Do you have a formal policy and/ or formal strategy on sex-based harassment and discrimination prevention? Yes (you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy 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):
16.1 Do you include a grievance process in any sex-based harassment and discrimination prevention policy and/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):
17 Does your workplace provide training for all managers on sex-based harassment and discrimination prevention?



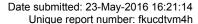




Yes - please indicate how often this training is provided ('At induction' AND one of the
other options can be selected):
∆t induction
At least annually
Every three years or more
Varies across business units
Other (provide details):
 No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority No, other (provide details):
17.1 Should you wish to provide additional information on any of your responses under gender equality indicator 6, please do so below:

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. (As with all of the questions in this questionnaire, any information you provide here will appear in your public report.)







Gender composition proportions in your workplace

Important notes:

- 1. Proportions are based on the data contained in your workplace profile and reporting questionnaire.
- Some proportion calculations will not display until you press Submit at step 6 on the reporting page in the portal. When your CEO signs off the report prior to it being submitted, it is on the basis that the proportions will only reflect the data contained in the report.
- 3. If any changes are made to your report after it has been submitted, the proportions calculations will be refreshed and reflect the changes **after** you have pressed **Re-submit** at step 6 on the reporting page.

Based upon your workplace profile and reporting questionnaire responses:

Gender composition of workforce

1. the gender composition of your workforce overall is 7.0% females and 93.0% males.

Promotions

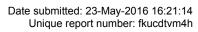
- 2. 9.3% of employees awarded promotions were women and 90.7% were men
 - 5.0% of all manager promotions were awarded to women
 - ii. 13.0% of all non-manager promotions were awarded to women.
- 3. 0.7% of your workforce was part-time and 0.0% of promotions were awarded to part-time employees.

Resignations

- 4. 7.5% of employees who resigned were women and 92.5% were men
 - i. 8.7% of all managers who resigned were women
 - i. 7.5% of all non-managers who resigned were women.
- 0.7% of your workforce was part-time and 0.2% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- 62.5% of all women who utilised parental leave and ceased employment before returning to work
- ii. N/A men who utilised parental leave and ceased employment before returning to work
- iii. 50.0% of all managers who utilised parental leave and ceased employment before returning to work were women
- 64.3% of all non-managers who utilised parental leave and ceased employment before returning to work were women.







Notification and access

List of employee organisations						
CEO sign off confirmation						
Name of CEO or equivalent	Brendan Petersen					
Confirmation CEO has signed the report	Yes					
CEO Signature:	Date:					