



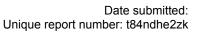
Public report

2019-20

Submitted by

Legal Name:

Employers Mutual Management Pty Ltd

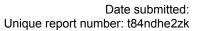






Organisation and contact details

Submitting organisation details	Legal name	Employers Mutual Management Pty Ltd			
	ABN	11001735191			
	ANZSIC	K Financial and Insurance Services 6322 General Insurance			
	Business/trading name/s	EML			
	ASX code (if applicable)				
	Postal address	GPO Box 4143			
		SYDNEY NSW 2001			
		AUSTRALIA			
	Organisation phone number	(02) 8251 9000			
Reporting structure	Ultimate parent	Employers Mutual Limited			
	Number of employees covered by this report	2,461			

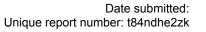






All organisations covered by this report

Legal name	Business/trading name/s
Employers Mutual Management Pty Ltd	EML
EMLife Pty Ltd	
Hospitality Employers Mutual Limited	
Employers Mutual Limited	



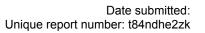




Workplace profile

Manager

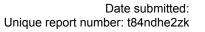
Manager acquiretienal actorories	Deporting level to CEO	Employment status		No.	of employees
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees
		Full-time permanent	0	1	1
		Full-time contract	0	0	0
CEO/Head of Business in Australia	0	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	2	2	4
		Full-time contract	0	0	0
Key management personnel	-1	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
	-2	Full-time permanent	3	12	15
		Full-time contract	0	0	0
Other executives/General managers		Part-time permanent	1	0	1
G		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	18	26	44
		Full-time contract	0	0	0
Senior Managers	-3	Part-time permanent	6	2	8
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	1	0	1
		Full-time contract	0	0	0
	-3	Part-time permanent	0	0	0
		Part-time contract	0	0	0
Other managers		Casual	0	0	0
Other managers		Full-time permanent	46	19	65
		Full-time contract	0	0	0
	-4	Part-time permanent	6	1	7
		Part-time contract	0	0	0
		Casual	0	0	0







Manager equipational estageries	Reporting level to CEO Employment status No. of employees			of employees	
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees
		Full-time permanent	136	78	214
		Full-time contract	0	0	0
	-5	Part-time permanent	8	0	8
		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers				141	368



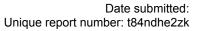




Workplace profile

Non-manager

Non manager conjugational estagaries	Employment status	No. of employees (excluding gra	duates and apprentices)	No. of graduate	es (if applicable)	No. of apprentic	es (if applicable)	Total employees
Non-manager occupational categories	Employment status	F	M	F	M	F	М	Total employees
	Full-time permanent	1,195	577	0	0	0	0	1,772
	Full-time contract	0	0	0	0	0	0	0
Professionals	Part-time permanent	187	18	0	0	0	0	205
Trolessionals	Part-time contract	0	0	0	0	0	0	0
	Casual	9	10	0	0	0	0	19
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Technicians and trade	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	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	68	10	0	0	0	0	78
	Full-time contract	0	0	0	0	0	0	0
Clerical and administrative	Part-time permanent	15	3	0	0	0	0	18
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	1	0	0	0	0	1
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Sales	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	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
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	0	0	0	0	0	0







Non manager equipational estagaries Employment statu		No. of employees (excluding gra	duates and apprentices)	No. of graduates (if applicable)		No. of apprentices (if applicable)		Total employees
Non-manager occupational categories	Employment status	F	M	F	M	F	M	rotal employees
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Labourers	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	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		1,474	619	0	0	0	0	2,093

Date submitted: Unique report number: t84ndhe2zk





Reporting questionnaire

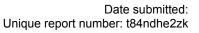
Gender equality indicator 1: Gender composition of workforce

This indicator seeks information about the gender composition of relevant employers in a standardised format, to enable the aggregation of data across and within industries. The aggregated data in your workplace profile assists relevant employers in understanding the characteristics of their workforce, including in relation to occupational segregation, the position of women and men in management within their industry or sector, and patterns of potentially insecure employment.

NB. IMPORTANT:

- References to the Act mean the Workplace Gender Equality Act 2012.
- A formal 'policy' and/or 'formal strategy' in this questionnaire refers to formal policies and/or strategies that are either standalone or contained within another formal policy/formal strategy.
- Data provided in this reporting questionnaire covers the TOTAL reporting period from 1 April 2019 to 31 March 2020. (This differs from the workplace profile data which is taken at a point-in-time during the reporting period).
- · Answers need to reflect ALL organisations covered in this report.
- If you select "NO, Insufficient resources/expertise" to any option, this may cover human or financial resources.
- 1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

1.1	Recruitment
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ✓ No (you may specify why no formal policy or formal strategy is in place) ✓ Currently under development, please enter date this is due to be completed ✓ Insufficient resources/expertise ✓ Not a priority
1.2	Retention
	 Yes (select all applicable answers) □ Policy ☑ Strategy □ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority
1.3	Performance management processes
	 ✓ Yes (select all applicable answers) ☐ Policy ☑ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority







1.4	Promotions
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ✓ No (you may specify why no formal policy or formal strategy is in place) ✓ Currently under development, please enter date this is due to be completed ✓ Insufficient resources/expertise ✓ Not a priority
1.5	Talent identification/identification of high potentials
	 Yes (select all applicable answers) □ Policy ☑ Strategy □ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority
1.6	Succession planning
	 Yes (select all applicable answers) □ Policy ☑ Strategy □ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority
1.7	Training and development
	 ✓ Yes (select all applicable answers) ☐ Policy ☑ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.8	Key performance indicators for managers relating to gender equality
	 Yes (select all applicable answers) □ Policy □ Strategy ☑ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise ☑ Not a priority
1.9	Gender equality overall
	 ✓ Yes (select all applicable answers) ☐ Policy ☑ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority





1.10 How many employees were promoted during the reporting period against each category below?
IMPORTANT: Because promotions are included in the number of appointments in Q1.11, the number of promotions should never exceed appointments.

	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	32	14	71	38
Permanent/ongoing part-time employees	1	0	7	3
Fixed-term contract full-time employees	0	0	1	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

1.11 How many appointments in total were made to manager and non-manager roles (based on WGEA-defined managers/non-managers) during the reporting period (add the number of external appointments and internal promotions together)?

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	47	27
Number of appointments made to NON-MANAGER roles (including promotions)	645	305

1.12 How many employees resigned during the reporting period against each category below?

	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	17	17	321	124
Permanent/ongoing part-time employees	4	0	31	3
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	33	5

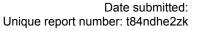
1.13 If your organisation would like to provide additional information relating to gender equality indicator 1, please do so below.

In relation to 1.8, consideration has been given and we are currently in excess of gender equality. We continue to monitor at an organisational level and we are in excess of the targets, this is why this has not be built into Key Performance Indicators.

Gender equality indicator 2: Gender composition of governing bodies

Gender composition of governing bodies is an indicator of gender equality at the highest level of organisational leadership and decision-making. This gender equality indicator seeks information on the representation of women and men on governing bodies. The term "governing body" in relation to a relevant employer is broad and depends on the nature of your organisation. It can mean the board of directors, trustees, committee of management, council or other governing authority of the employer.

- 2. The organisation(s) you are reporting on will have a governing body. In the Act, governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer". This question relates to the highest governing body for your Australian entity, even if it is located overseas.
 - 2.1 Please answer the following questions relating to each governing body covered in this report.





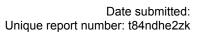


Note: If this report covers more than one organisation, the questions below will be repeated for each organisation before proceeding to question 2.2.

If your organisation's governing body is the same as your parent entity's, you will need to add your organisation's name BUT the numerical details of your parent entity's governing body.

2.1a.1	Organisation name?							
	Employers Mutual Ltd							
2.1b.1	1 What gender is the Chair on this governing body (if the role of the Chair rotates, enter the gender o Chair at your last meeting)?							
		Female	Male					
	Number	0	1					
2.1c.1	How many other members are on this	governing body (excluding the Chair/s	;)?					
		Female	Male					
	Number	1	3					
2.1g.1	Currently under development,Insufficient resources/expertise	nder balance (e.g. 40% women/40% men please enter date this is due to be comple ening body/board appointments (provide	eted					
2.1a.2	Organisation name?							
	Hospitality Employers Mutual Ltd							
2.1b.2	How many Chairs on this governing bo	ody?						
		Female	Male					
	Number	1	0					
2.1c.2	How many other members are on this	governing body (excluding the Chair/s	s)?					
		Female	Male					
	Number	1	5					

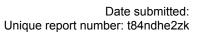
2.1d.2 Has a target been set to increase the representation of women on this governing body?







☐ Currently under de ☐ Insufficient resource	oard has gender bala evelopment, please e ces/expertise of over governing bo ails):	ance (e.g. 40% women/4 enter date this is due to b dy/board appointments (e completed	
⊠ Yes	o. o.goo	с		
□No				
2.1a.3 Organisation name?				
Employers Mutual Manageme	ent Pty Ltd			
2.1b.3 How many Chairs on this g	overning body?			
		Female	NA.	lale
Number	0	1 emale	1	aic
2.1c.3 How many other members	are on this governi	ing body (excluding the		lale
☐ Currently under de ☐ Insufficient resource	a target has not bee pard has gender bala evelopment, please e ces/expertise of over governing bo		0% men/20% either) e completed	
2.1g.3 Are you reporting on any o	ther organisations	in this report?		
⊠ Yes □ No				
2.1a.4 Organisation name?				
EMLife Pty Ltd				
2.1b.4 How many Chairs on this g	overning body?			
		Female	M	lale
Number	1		0	







2.1c.4 How many	y other members ar	e on this g	overning body	(excluding the	Chair/s)?
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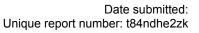
	Female	Male
Number	0	2

2.1d.4	Has a target been set to increase the representation of women on this governing body?
	 Yes No (you may specify why a target has not been set) ☐ Governing body/board has gender balance (e.g. 40% women/40% men/20% either) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Do not have control over governing body/board appointments (provide details why): ☐ Not a priority ☐ Other (provide details):
2.1g.4	Are you reporting on any other organisations in this report?
	☐ Yes ☑ No
2.2	Do you have a formal selection policy and/or formal selection strategy for governing body members for ALL organisations covered in this report?
	☐ Yes (select all applicable answers) ☐ Policy ☐ Strategy
	 No (you may specify why no formal selection policy or formal selection strategy is in place) ☐ In place for some governing bodies ☐ Currently under development, please enter date this is due to be completed
	 ☐ Insufficient resources/expertise ☐ Do not have control over governing body appointments (provide details why) ☑ Not a priority ☐ Other (provide details):
2.3	Does your organisation operate as a partnership structure (i.e. select NO if your organisation is an "incorporated" entity - Pty Ltd, Ltd or Inc; or an "unincorporated" entity)?
	☐ Yes ☑ No
2.5	If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.
nder	equality indicator 3: Equal remuneration between women and men
remune r equali	ration between women and men is a key component of improving women's economic security and progressing ty.

Gen

Equal r

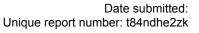
3.	Do you have a formal policy and/or formal strategy on remuneration generally?
	✓ Yes (select all applicable answers)✓ Policy
	☐ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place)







		 □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Salaries set by awards/industrial or workplace agreements □ Non-award employees paid market rate □ Not a priority □ Other (provide details):
	3.1	Are specific gender pay equity objectives included in your formal policy and/or formal strategy?
		 Yes (provide details in question 3.2 below) No (you may specify why pay equity objectives are not included in your formal policy or formal strategy) □ Currently under development, please enter date this is due to be completed □ Salaries set by awards/industrial or workplace agreements □ Insufficient resources/expertise ☑ Non-award employees paid market rate □ Not a priority □ Other (provide details):
4.		you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. ucted a gender pay gap analysis)?
	⊠ Ye	s - the most recent gender remuneration gap analysis was undertaken: Within last 12 months Within last 1-2 years More than 2 years ago but less than 4 years ago
	□ No	☐ Other (provide details): (you may specify why you have not analysed your payroll for gender remuneration gaps) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
		☐ Salaries for ALL employees (including managers) are set by awards or industrial agreements AND there is no for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or cations)
		☐ Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there im for discretion in pay changes (because pay increases can occur with some discretion such as performance sments) ☐ Non-award employees paid market rate
		☐ Not a priority ☐ Other (provide details):
	4.01	You may provide details below on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like and/or organisation-wide).
		Like for like gender pay analysis
	4.1	Did you take any actions as a result of your gender remuneration gap analysis?
		 Yes − indicate what actions were taken (select all applicable answers) □ 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 organisation-wide gaps □ Reported pay equity metrics (including gender pay gaps) to the governing body □ 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):
		 ☑ Implemented other strainges (provide details). ☑ No (you may specify why no actions were taken resulting from your remuneration gap analysis)





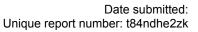


 No unexplainable or unjustifiable gaps identified ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Salaries set by awards/industrial or workplace agreements ☑ Non-award employees are paid market rate ☐ Unable to address cause/s of gaps (provide details why): ☐ Not a priority ☐ Other (provide details):
If your organisation would like to provide additional information relating to gender equality indicator 3, please do so below:

Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities

This indicator will enable the collection and use of information from relevant employers about the availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements

suppo to con	rting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men bine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamenta der equality and to maximising Australia's skilled workforce.
5.	A "PRIMARY CARER" is the member of a couple or a single carer, REGARDLESS OF GENDER, identified as having greater responsibility for the day-to-day care of a child.
	Do you provide EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for women AND men, 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):
6.	A "SECONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the primary carer.
	Do you provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and women, in addition to any government funded parental leave scheme for secondary carers?
	Yes No, we offer paid parental leave for SECONDARY CARERS that is available to men ONLY (e.g. paternity leave)





8.

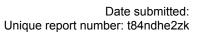
9.

10.



				it comme				
		Primary carer	r's leave			Secondary	carer's leav	ve
/Jana	gers 25	Female	Male 0	0		Female	0	Male
.1	How many NON-Ma Include employees	still on parental		rdless of v		t commenced		
			nale	Male	<u> </u>	Fema		Male
	Non-managers	96		0		0	· -	2
eave, nnua	many MANAGERS, d regardless of when Include those when al leave or any other 'Ceased employmenations, redundancie	the leave comme re parental leave paid or unpaid le ent' means anyon	enced? was taken c eave is also le who has e	continuou taken at t	nploym usly with that tim	nent before re th any other l	eave type.	For example, w
eave, innua	regardless of when Include those when al leave or any other 'Ceased employme	the leave comme re parental leave paid or unpaid le ent' means anyon	enced? was taken c eave is also le who has e	continuou taken at t	nploym usly witl that tim e organi	nent before re th any other l	eave type.	For example, w
eave, innua	regardless of when Include those when al leave or any other 'Ceased employmen nations, redundancie	the leave comme re parental leave paid or unpaid le ent' means anyon	enced? was taken c eave is also le who has e	continuou taken at t exited the	nploym usly witl that tim e organi	nent before re th any other l	eave type.	For example, w
eave, nnua esigr	regardless of when Include those when all leave or any other 'Ceased employmenations, redundancial gers How many NON-Maparental leave, regulations where annual leave	the leave commere parental leave paid or unpaid leave the paid or unpaid leave and dismissals and dismissals and dismissals ardless of when the where parentals or any other paid ployment' means	enced? was taken of the leave is also le who has eas. 0 g the report the leave co l leave was id or unpaids anyone who	taken at texited the Fema ting perior ommenced taken cor il leave is a	nploymously with that time organiale d, ceasid? ntinuou also talited the	nent before re th any other le ne. uisation for we ced employments	eave type. natever rea M ent before other leave	For example, wason, including ale returning to wo

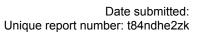
Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?







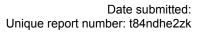
	⊠ Ye	s (select all applicable answers) ☑ Policy
		□ Strategy
	☐ No	you may specify why no formal policy or formal strategy is in place)
		☐ Currently under development, please enter date this is due to be completed
		Insufficient resources/expertise
		Included in award/industrial or workplace agreement
		☐ Not a priority ☐ Other (provide details):
		Other (provide details):
11.		ou offer any other support mechanisms, other than leave, for employees with family or caring responsibilities
	(eg, e	mployer-subsidised childcare, breastfeeding facilities)?
	⊠ Ye	
	∐ No	you may specify why non-leave based measures are not in place)
		☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
		☐ Not a priority
		Other (provide details):
	11.1	Please select what support mechanisms are in place and if they are available at all worksites. • Where only one worksite exists, for example a head-office, select "Available at all worksites".
		☐ Employer subsidised childcare
		Available at some worksites only
		Available at all worksites
		On-site childcare
		☐ Available at some worksites only ☐ Available at all worksites
		☐ Available at all worksites ☐ Breastfeeding facilities
		☐ Available at some worksites only
		Available at all worksites
		☐ Childcare referral services
		Available at some worksites only
		☐ Available at all worksites
		☐ Internal support networks for parents ☐ Available at some worksites only
		☐ Available at 30ffle worksites ☐ Available at all worksites
		Return to work bonus (only select this option if the return to work bonus is NOT the balance 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
		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
		☐ 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







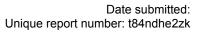
	☐ None of the above, please complete question 11.2 below
12.	Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?
	☐ Yes (select all applicable answers) ☐ Policy ☐ Strategy
	 ☐ Strategy ☑ No (you may specify why no formal policy or formal strategy is in place) ☑ Currently under development, please enter date this is due to be completed Actively seeking endorsement to gain White Ribbon Accreditation
	FY 20/21 Insufficient resources/expertise Included in award/industrial or workplace agreements Not aware of the need Not a priority
	Other (please provide details):
13.	Other than a formal policy and/or formal strategy, do you have any support mechanisms in place to support employees who are experiencing family or domestic violence?
	 ✓ Yes (select all applicable answers) ✓ 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 ☑ Provision of 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): Leader support and ad hoc support on a case by case basis.
	 No (you may specify why no other support mechanisms are in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
	☐ Not aware of the need☐ Not a priority☐ Other (provide details):
14.	Where any of the following options are available in your workplace, are those option/s available to both women AND men?
	flexible hours of work
	 compressed working weeks time-in-lieu
	telecommuting
	 part-time work job sharing
	carer's leave
	 purchased leave unpaid leave.
	Options may be offered both formally and/or informally. For example, if time-in-lieu is available to women formally but to men informally, you would select NO.
	☑ Yes, the option/s in place are available to both women and men.







14.1	 Which options from the list below are Unticked checkboxes mean the 				
		Man	agers	Non-m	anagers
		Formal	Informal	Formal	Informal
	Flexible hours of work			\boxtimes	
	Compressed working weeks			\boxtimes	
	Time-in-lieu				
	Telecommuting			\boxtimes	
	Part-time work			\boxtimes	
	Job sharing		\boxtimes		
	Carer's leave				
	Purchased leave				
	Unpaid leave				
14.4	If your organisation would like to pro please do so below:	vide additional inforn	nation relating t	o gender equa	ality indicate
14.4		vide additional inform	nation relating t	o gender equa	ality indicate
nder	please do so below: equality indicator 5: Co	onsultation w	ith emplo		
nder ncer	r equality indicator 5: Coning gender equality in t	onsultation wi	ith emplo e	yees on	issues
ender nceri	please do so below: equality indicator 5: Co	onsultation wi	ith emplo e	yees on	issues
ender nceri gender erning g	please do so below: requality indicator 5: Coning gender equality in the equality indicator seeks information on wh	onsultation withe workplace	ith emplo e between employ	yees on ers and employ	issues /ees on issu
ender ncerl gender erning g	r equality indicator 5: Coning gender equality in the equality in the workplace.	ensultation withe workplace at consultation occurs less concerning gende	ith emplo e between employ r equality in yo	yees on ers and employ ur workplace?	issues /ees on issu
ender ncerl gender erning g	r equality indicator 5: Coning gender equality in the equality in the workplace. you consulted with employees on issues (you may specify why you have not consolid Not needed (provide details why): Insufficient resources/expertise Not a priority	ensultation withe workplace at consultation occurs less concerning gende	ith emplo e between employ r equality in yo	yees on ers and employ ur workplace?	iss /ees d

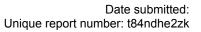






15.2 Who did you consult?

	15.3	If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.		
•				
Ger	ıaer	equality indicator 6: Sex-based harassment and discrimination		
partici	pation.	n of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy raining of managers on SBH is in place.		
16.	Do yo	u have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?		
	⊠ Ye	s (select all applicable answers) Policy Strategy		
	□ No	(you may specify why no formal policy or formal strategy is in place) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Included in award/industrial or workplace agreement Not a priority Other (provide details):		
	16.1	Do you include a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?		
		 ✓ Yes ☐ No (you may specify why a grievance process is not included) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details): 		
17.	Do you provide training for all managers on sex-based harassment and discrimination prevention?			
		s - please indicate how often this training is provided: At induction At least annually Every one-to-two years Every three years or more Varies across business units Other (provide details): (you may specify why this training is not provided) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Not a priority		







☐ Other (provide details):
If your organisation would like to provide additional information relating to gender equality indicator 6, please do so below:

Other

18. If your organisation has introduced any outstanding initiatives that have resulted in improved gender equality in your workplace, please tell us about them.

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

Date submitted: Unique report number: t84ndhe2zk





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 69.1% females and 30.9% males.

Promotions

- 2. 67.1% of employees awarded promotions were women and 32.9% were men
 - i. 70.2% of all manager promotions were awarded to women
 - ii. 65.8% of all non-manager promotions were awarded to women.
- 3. 10.0% of your workforce was part-time and 6.6% of promotions were awarded to part-time employees.

Resignations

- 4. 73.2% of employees who resigned were women and 26.8% were men
 - i. 55.3% of all managers who resigned were women
 - ii. 74.5% of all non-managers who resigned were women.
- 5. 10.0% of your workforce was part-time and 6.8% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- i. 5.0% of all women who utilised parental leave ceased employment before returning to work
- ii. 0.0% of all men who utilised parental leave ceased employment before returning to work
- iii. N/A managers who utilised parental leave and ceased employment before returning to work were women
- 100.0% of all non-managers who utilised parental leave and ceased employment before returning to work were women.

CEO sign off confirmation

Name of CEO or equivalent:	Confirmation CEO has signed the report:	
Mark Coyne		
CEO signature:	Date:	