



Public report

2019-20

Submitted by

Legal Name: **DuluxGroup (Australia) Pty Ltd**







Organisation and contact details

Submitting organisation details	Legal name	DuluxGroup (Australia) Pty Ltd			
	ABN	67000049427			
	ANZSIC	C Manufacturing 1916 Paint and Coatings Manufacturing			
	Business/trading name/s				
	ASX code (if applicable)				
	Postal address	PO Box 60 CLAYTON SOUTH VIC 3169 AUSTRALIA			
	Organisation phone number	0392635678			
Reporting structure	Ultimate parent	Nippon Paint Holdings Co. Ltd			
	Number of employees covered by this report	3,165			





All organisations covered by this report

Legal name	Business/trading name/s	
DuluxGroup (Australia) Pty Ltd		
Concrete Technologies Pty Ltd		
B&D Australia Pty Ltd		
Automatic Technology (Australia) Pty Ltd		
Lincoln Sentry Group Pty Ltd		
DuluxGroup Limited		
Parchem Construction Supplies Pty Ltd		



Workplace profile

Manager

			1/2/2/	No	No of omniouses
Manager occupational categories	Reporting level to CEO	Employment status	ĺ	2	oldino io
			T	M	Total employees
		Full-time permanent	0	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	0	3	3
		Full-time contract	0	0	0
Key management personnel	٢	Part-time permanent	0	0	
		Part-time contract	0	0	0
		Casual	0	0	
		Full-time permanent	2	3	2
		Full-time contract	0	0	
	-	Part-time permanent	0	0	0
	-	Part-time contract	0	0	0
Other averagination (Concernations)		Casual	0	0	0
		Full-time permanent	3	7	10
		Full-time contract	0	0	0
	-5	Part-time permanent	1	0	
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	13	25	38
		Full-time contract	0	2	The second second
	-2	Part-time permanent	4	0	一大
		Part-time contract	0	1	
Sonior Manager		Casual	0	0	
מבויים ואמומלים מ		Full-time permanent	11	20	
		Full-time contract	0	1	
	ဇှ	Part-time permanent	5	2	7
		Part-time contract	0	1	
		Casual	0	0	0

Date submitted: Unique report number: rva2jiqkts



Manage lengthering	Donotinal band to	The state of the state of		No. c	No. of employees
corporate caregorian	reporting level to CEO	Employment startus	ч	Σ	Total employees
		Full-time permanent	0	2	2
		Full-time contract	0	0	0
	4	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	1	2	3
		Full-time contract	0	0	0
	-2	Part-time permanent	0	1	
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	27	69	96
		Full-time contract	2	1	3
	ကု	Part-time permanent	16	0	16
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	36	111	147
		Full-time contract	1	2	3 00
Other managers	4	Part-time permanent	8	0	8
		Part-time contract	1	0	
		Casual	0	0	0
		Full-time permanent	9	13	19
		Full-time contract	0	1 1	
	τĊ	Part-time permanent	2	1	3
		Part-time contract	0	0	0
		Casual	0	0]	0
		Full-time permanent	0	1 1	
		Full-time contract	0	0	0
	φ	Part-time permanent	1	0	
		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers			140	300	440

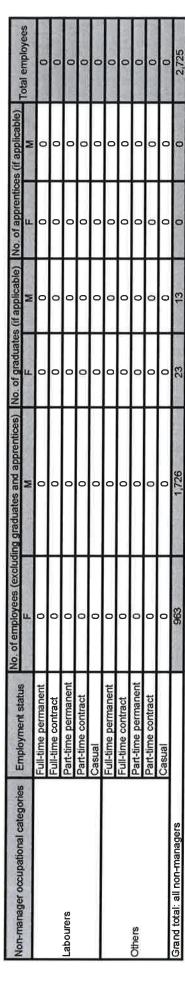


Workplace profile

Non-manager

		No. of employees (exclud	ees (excluding graduates and apprentices)	No. of graduates (if applicable)	(if applicable)	No. of apprentices (if applicable)	s (if applicable)	
Not Filialiage, occupational categories	Ellipioyillelii sidius	THE PARTY OF THE PARTY OF	M		W	1 1 1	W	i otal employees
	Full-time permanent	138	142	17	4	0	0	301
	Full-time contract	10	4	_	0	0	0	15
Professionals	Part-time permanent	28	9	0	0	0	0	64
	Part-time contract	2	0	0	0	0	0	5
	Casual	8	3	0	0	0	0	11
	Full-time permanent	3	39	0	0	0	0	42
	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	1	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	120	114	0	1	0	0	235
	Full-time contract	9	2	0	0	0	0	8
Clerical and administrative	Part-time permanent	39	4	0	0	0	0	43
	Part-time contract	2	0	0	0	0	0	2
	Casual	8	1	0	0	0	0	6
	Full-time permanent	196	747	3	7	0	0	953
	Full-time contract	1	2	0	0	0	0	3
Sales	Part-time permanent	101	44	0	0	0	0	145
	Part-time contract	0	0	0	0	0	0	0
	Casual	142	77	0	0	0	0	219
	Full-time permanent	116	527	2	1	0	0	646
	Full-time contract	1	3	0	0	0	0	4
Machinery operators and drivers	Part-time permanent	8	7	0	0	0	0	15
	Part-time contract	0	1	0	0	0	0	
	Casual	1	2	0	0	0	0	3

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Reporting questionnaire

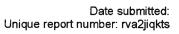
Gender equality indicator 1: Gender composition of workforce

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.
- 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)
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
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
1.7	 ✓ 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
	 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
	 Yes (select all applicable answers)





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	gers	Non-ma	nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	13	29	39	55
Permanent/ongoing part-time employees	4	0	4	0
Fixed-term contract full-time employees	0	1	0	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)	33	62
Number of appointments made to NON-MANAGER roles (including promotions)	220	362

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

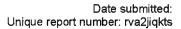
	Mana	gers	Non-ma	nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	4	13	79	165
Permanent/ongoing part-time employees	0	1	23	12
Fixed-term contract full-time employees	0	1	3	2
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	9	5

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

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.



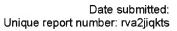




Note: If this report covers more than one organisation, the questions below will be repeated for each organisation before proceeding to question 2.2.

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?		
	DULUXGROUP LIMITED		
2.1b.1	What gender is the Chair on this Chair at your last meeting)?	governing body (if the role of the C	Chair rotates, enter the gender of the
		Female	Male
	Number	0	1
2.1c.1	How many other members are on	this governing body (excluding the	e Chair/s)?
		Female	Male
	Number	0	6
2.1d.1	☐ Yes ☐ No (you may specify why a targetout of the control of the	as gender balance (e.g. 40% women/ nent, please enter date this is due to	40% men/20% either) be completed
2.1g.1	Are you reporting on any other of ☐ Yes ☐ No	rganisations in this report?	
2.2	Do you have a formal selection programisations covered in this rep		egy for governing body members for ALL
	☐ In place for some governi☐ Currently under developm☐ Insufficient resources/exp☐ Do not have control over	nal selection policy or formal selectio ing bodies nent, please enter date this is due to	be completed de details why)
2.3	"incorporated" entity - Pty Ltd, Lt	s a partnership structure (i.e. seled d or Inc; or an "unincorporated" e	ct NO if your organisation is an ntity)?
	☐ Yes		







☑ No

2.5 If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.

Gender equality indicator 3: Equal remuneration between women and men

Equal remuneration between women and men is a key component of improving women's economic security and progressing gender equality.

3.	Do yo	u have a formal policy and/or formal strategy on remuneration generally?
	⊠ Ye	s (select all applicable answers)
		☐ Policy ☑ Strategy
		(you may specify why no formal policy or formal strategy is in place)
	□ 140	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):
	3.2	Does your formal policy and/or formal strategy include any of the following gender pay equity objectives (select all applicable answers)?
		☑ To achieve gender pay equity
		☐ 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)
		☐ To be transparent about pay scales and/or salary bands
		☐ To ensure managers are held accountable for pay equity outcomes
		☐ To implement and/or maintain a transparent and rigorous performance assessment process
		Other (provide details):
4.	Have	you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e.
7.		icted 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
		Other (provide details):
	∐ No	(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





qualific IS roo	□ 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 ther m 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).
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): 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):
1.2	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 supporting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men to combine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental to gender 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.

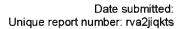


5a.



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): 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 As a lump sum payment (paid pre- or post- parental leave, or a combination) No, we offer paid parental leave for primary carers that is available to women ONLY (e.g. maternity leave). (Please indicate how employer funded paid parental leave is provided to women ONLY): 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 As a lump sum payment (paid pre- or post- parental leave, or a combination) ☐ No, we offer paid parental leave for primary carers that is available to men ONLY. (Please indicate how employer funded paid parental leave is provided to men ONLY): \square 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 As a lump sum payment (paid pre- or post- parental leave, or a combination) No, not available (you may specify why this leave is not provided) Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Government ☐ Not a priority Government scheme is sufficient Other (provide details): How many weeks of EMPLOYER FUNDED paid parental leave for primary carers is provided? If different 5.1 amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of weeks provided to eligible employees: If your organisation would like to provide additional information on your paid parental leave for primary carers e.g. eligibility period, where applicable the maximum number of weeks provided, and other arrangements you may have in place, please do so below. 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. ☐ <10% ☐ 10-20% ☐ 21-30% ☐ 31-40% ☐ 41-50% ☐ 51-60% ☐ 61-70% 71-80% 81-90% □ 91-99% **⊠** 100% 5.3 Please indicate whether your employer funded paid parental leave for primary carers covers:

✓ Adoption☐ Surrogacy☐ Stillbirth







6.	_	:CONDARY C/ iry carer.	ARER" is a member	of a couple or a sir	igle carer, REGA	ARDLESS OF	GENDER, who is not th	ie
			PLOYER FUNDED pa to any government				at is available for men a rers?	ınd
	☐ No	o, we offer paid o, we offer paid o (you may spec ☐ Currently ☐ Insufficien	parental leave for SE cify why employer fun- under development, p t resources/expertise ent scheme is sufficier rity	CONDARY CARER ded paid parental le lease enter date this	S that is available ave for secondary	to women O carers is not		
	6.1		eave are provided (e				ARY CARERS? If differ UM number of days pro	
		5						
6а.			would like to provic ility period, other ari				leave for SECONDARY lo so below.	
	6.2	CARERS? • In you <10 10 21 31 41	or calculation, you M 0% -20% -30% -40% -50%				rental leave for SECON	DARY
		□ 51. □ 61. □ 71. □ 81. □ 91. ⊠ 100	-70% -80% -90% -99%					
	6.3	Please indica Adoption Surrogacy Stillbirth	ate whether your em	ployer funded paid	l parental leave f	for secondar	y carers covers:	
7.			ERS have taken pare parental leave, regare			iod (paid and	l/or unpaid)? Include	
			Primary ca	arer's leave	Se	condary care	r's leave	
			Female	Male	Fem		Male	
	Manag	jers	14	0	0		6	

7.1 How many NON-MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.





	Primary carer's leave		Secondary of	Secondary carer's leave	
	Female	Male	Female	Male	
Non-managers	51	1	4	41	

- 8. How many MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
 - Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
 - Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

	Female	Male
Managers	0	0

- 8.1 How many NON-MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
 - Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
 - 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

	Female	Male
Non-managers	2	1

€.	Do you have a formal policy and/or formal strategy on flexible working arrangements?	
	 ✓ 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 	
	☐ Don't offer flexible arrangements	
	☐ Not a priority ☐ Other (provide details):	
	9.1 You may indicate which of the following are included in your flexible working arrangements strat	egy:
	☑ 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 pers	sonnel
	☐ Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body	
10.	Do you have a formal policy and/or formal strategy to support employees with family or caring responsi	bilities?
	∑ Yes (select all applicable answers)	
	⊠ Policy	
	☐ Strategy	





	□ No	o (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):
11.		ou offer any other support mechanisms, other than leave, for employees with family or caring responsibilities employer-subsidised childcare, breastfeeding facilities)?
	⊠ Ye □ No	o (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 all worksites Breastfeeding facilities Available at all worksites Breastfeeding facilities Available at all worksites Childcare referral services Available at all worksites Available at all worksites Childcare referral services Available at all worksites Internal support networks for parents Available at all worksites Internal support networks for parents Available at all worksites Available at all worksites Return to work bonus is NOT the balance of paid parental leave when an employee returns from leave) Available at all worksites Information packs to support new parents and/or those with elder care responsibilities Available at all worksites Available at all worksites only Available at some worksites only Available at all worksites Parenting for employees on returning to work from parental leave Available at all worksites Parenting workshope targeting mothers Available at all worksites Parenting workshope targeting mothers Available at all worksites Parenting workshope targeting fathers Available at all worksites Availabl
		☐ Available at all worksites ☐ None of the above, please complete question 11.2 below

Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?

12.





	 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 ☐ 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 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): ☐ 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. \[\times \text{Yes, the option/s in place are available to both women and men.} \] \[\times \text{No, some/all options are not available to both women AND men.} \]
	 Which options from the list below are available? Please tick the related checkboxes. Unticked checkboxes mean this option is NOT available to your employees.

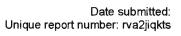
Non-managers





		Formal	Informal	Formal	Informal
	Flexible hours of work	\boxtimes	\boxtimes	\boxtimes	\boxtimes
	Compressed working weeks	\boxtimes		\boxtimes	
	Time-in-lieu				
	Telecommuting	\boxtimes		\boxtimes	⊠
	Part-time work	\boxtimes		\boxtimes	
	Job sharing	\boxtimes		\boxtimes	
	Carer's leave	\boxtimes		\boxtimes	
	Purchased leave				
	Unpaid leave	\boxtimes		\boxtimes	
14.3	You may specify why any of the above option Currently under development, please enter de Insufficient resources/expertise Not a priority Other (provide details):		•	employees.	
14.4	If your organisation would like to provide add please do so below:	litional inform	ation relating to	gender equa	lity indicator 4,
rning ge	equality indicator seeks information on what consulender equality in the workplace. You consulted with employees on issues concess				ees on issues
	(you may specify why you have not consulted with ☐ Not needed (provide details why): ☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details):	h employees o	n gender equality	/)	
15.1	How did you consult with employees on issue	es concerning	gender equalit	y in your work	(place?
	 Survey Consultative committee or group Focus groups Exit interviews Performance discussions Other (provide details): 				
15.2	Who did you consult?				
	☐ All staff ☐ Women only ☐ Men only ☑ Human resources managers				

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	If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.
Gei	nder	equality indicator 6: Sex-based harassment and discrimination
partic	ipation. 🤅	on 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 yo	u provide training for all managers on sex-based harassment and discrimination prevention?
	⊠ Yes	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):
	□ No	Other (provide details):
	17.1	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.)





Gender composition proportions in your workplace

Important notes:

- 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 35,6% females and 64.4% males.

Promotions

- 2. 41.4% of employees awarded promotions were women and 58.6% were men
 - i. 36.2% of all manager promotions were awarded to women
 - ii. 43.9% of all non-manager promotions were awarded to women.
- 10.1% of your workforce was part-time and 5.5% of promotions were awarded to part-time employees.

Resignations

- 37,2% of employees who resigned were women and 62.8% were men
 - i. 21.1% of all managers who resigned were women
 - ii. 38,3% of all non-managers who resigned were women.
- 10.1% of your workforce was part-time and 11.4% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- 2.9% of all women who utilised parental leave ceased employment before returning to work
- ii. 2.1% 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
- iv. 66.7% of all non-managers who utilised parental leave and ceased employment before returning to work were

CEO sign off confirmation

Name of CEO or equivalent:	Confirmation CEO has signed the report:
PATRICK HOULINAN	
CEO signature:	Date:
Mees	20/7/2020