



# Public report

2018-19

Submitted by

Legal Name: Oldfields Holdings Limited







# Organisation and contact details

Submitting organisation details	Legal name	Oldfields Holdings Limited		
	ABN	92000307988		
	ANZSIC	C Manufacturing 2299 Other Fabricated Metal Product Manufacturing n.e.c.		
	Business/trading name/s			
	ASX code (if applicable)	OLH		
	Postal address	PO Box 1613 CAMPBELTOWN NSW 2560 AUSTRALIA		
	Organisation phone number	0246450703		
Reporting structure	Ultimate parent	Oldfields Holdings Limited		
	Number of employees covered by this report	147		





# All organisations covered by this report

Legal name	Business/trading name/s
Oldfields Holdings Limited	
Oldfields Pty Ltd	
Oldfields Advance Scaffold Pty Ltd	
Adelaide Scaffold Solutions Pty Limited	

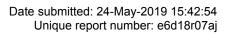




# Workplace profile

## Manager

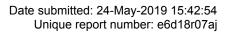
	D # 1 11 0F0			1	No. of employees
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees
		Full-time permanent	0	1	1
	0	Full-time contract	0	0	0
CEO/Head of Business in Australia		Part-time permanent	0	0	0
CEO/Head of Business in Australia		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	3	3
		Full-time contract	0	0	0
Key management personnel	-1	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
	-1	Full-time permanent	0	2	2
		Full-time contract	0	0	0
Other executives/General managers		Part-time permanent	0	0	0
· ·		Part-time contract	0	0	0
		Casual	0	0	0
	-1	Full-time permanent	3	5	8
		Full-time contract	0	0	0
		Part-time permanent	0	0	0
		Part-time contract	0	0	0
Senior Managers		Casual	0	0	0
Seriioi Managers		Full-time permanent	0	1	1
		Full-time contract	0	0	0
	-2	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	1	0	1
	-1	Full-time contract	0	0	0
Other managers		Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0







Manager accumptional actorprise	Reporting level to CEO.  Employment status  No. of employees				
Manager occupational categories	Reporting level to CEO	Employment status		М	Total employees
		Full-time permanent	1	1	2
		Full-time contract	0	0	0
	-2 P	Part-time permanent	1	0	1
		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers					19



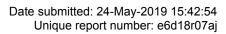




# Workplace profile

### Non-manager

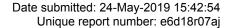
Non manager conjugational actorists	Employment status	No. of employees (exclud	ing graduates and apprentices)	No. of graduate	es (if applicable)	No. of apprentic	es (if applicable)	Total employees
Non-manager occupational categories	Employment status	F	M	F	М	F	М	Total employees
	Full-time permanent	1	0	0	0	0	0	1
	Full-time contract	0	0	0	0	0	0	0
Professionals	Part-time permanent	0	0	0	0	0	0	0
Tolessionals	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
Technicians and trade	Part-time permanent	0	1	0	0	0	0	1
	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
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	6	3	0	0	0	0	9
	Full-time contract	0	0	0	0	0	0	0
Clerical and administrative	Part-time permanent	1	0	0	0	0	0	1
	Part-time contract	0	0	0	0	0	0	0
	Casual	1	1	0	0	0	0	2
	Full-time permanent	1	14	0	0	0	0	15
	Full-time contract	0	0	0	0	0	0	0
Sales	Part-time permanent	0	1	0	0	0	0	1
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	1	0	0	0	0	1
	Full-time permanent	0	4	0	0	0	0	4
	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 estageries	Employment status	No. of employees (excludi	ing graduates 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	М	Total employees
	Full-time permanent	3	22	0	0	0	0	25
	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	67	0	0	0	0	67
	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		13	115	0	0	0	0	128







## Reporting questionnaire

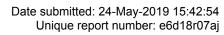
### Gender equality indicator 1: Gender composition of workforce

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 2018 to 31 March 2019. (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
	<ul> <li>Yes (select all applicable answers)</li> <li>□ Policy</li> <li>□ Strategy</li> <li>□ No (you may specify why no formal policy or formal strategy is in place)</li> <li>□ Currently under development, please enter date this is due to be completed</li> <li>□ Insufficient resources/expertise</li> <li>□ Not a priority</li> </ul>
1.5	Talent identification/identification of high potentials
	<ul> <li>Yes (select all applicable answers)</li> <li>□ Policy</li> <li>☑ Strategy</li> <li>□ No (you may specify why no formal policy or formal strategy is in place)</li> <li>□ Currently under development, please enter date this is due to be completed</li> <li>□ Insufficient resources/expertise</li> <li>□ Not a priority</li> </ul>
1.6	Succession planning
	<ul> <li>Yes (select all applicable answers)</li> <li>☐ Policy</li> <li>☐ Strategy</li> <li>☑ No (you may specify why no formal policy or formal strategy is in place)</li> <li>☐ Currently under development, please enter date this is due to be completed</li> <li>☑ Insufficient resources/expertise</li> <li>☐ Not a priority</li> </ul>
1.7	Training and development
	<ul> <li>Yes (select all applicable answers)</li> <li>☐ Policy</li> <li>☑ Strategy</li> <li>☐ No (you may specify why no formal policy or formal strategy is in place)</li> <li>☐ Currently under development, please enter date this is due to be completed</li> <li>☐ Insufficient resources/expertise</li> <li>☐ Not a priority</li> </ul>
1.8	Key performance indicators for managers relating to gender equality
	<ul> <li>Yes (select all applicable answers)</li> <li>□ Policy</li> <li>□ Strategy</li> <li>□ No (you may specify why no formal policy or formal strategy is in place)</li> <li>□ Currently under development, please enter date this is due to be completed</li> <li>□ Insufficient resources/expertise</li> <li>□ Not a priority</li> </ul>
1.9	Gender equality overall
	<ul> <li>✓ Yes (select all applicable answers)</li> <li>✓ Policy</li> <li>✓ Strategy</li> <li>✓ No (you may specify why no formal policy or formal strategy is in place)</li> <li>✓ Currently under development, please enter date this is due to be completed</li> <li>✓ Insufficient resources/expertise</li> <li>✓ Not a priority</li> </ul>





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	3	1	1	0
Permanent/ongoing part-time employees	0	0	0	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	0	0

1.11 How many appointments in total (including the number of promotions above in Q1.10), were made to manager and non-manager roles during the reporting period (based on WGEA-defined managers/non-managers)?

IMPORTANT: promotions need to be added to these totals because they are considered internal appointments.

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	4	4
Number of appointments made to NON-MANAGER roles (including promotions)	2	55

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

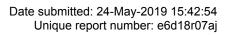
	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	1	0	3	24
Permanent/ongoing part-time employees	0	0	0	0
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	24

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.

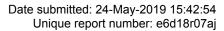
2. The organisation(s) you are reporting on will have a governing body. In the Act, governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer". This question relates to the highest governing body for your Australian entity, 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?							
	Oldfields Holdings Limited							
2.1b.1	1 How many Chairs on this governing body?							
		Female	Male					
	Number	0	1					
2.1c.1	How many other members are on this	governing body (excluding the Chair/s	s)?  Male					
	Number	0	3					
2.1g.1	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):  Discussing potential appointment of female candidates with relevant skill set  1 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							
	☐ In place for some governing b☐ Currently under development,☐ Insufficient resources/expertis	please enter date this is due to be compl	leted					
2.3	Does your organisation operate as a p "incorporated" entity - Pty Ltd, Ltd or	partnership structure (i.e. select NO if y Inc; or an "unincorporated" entity)?	our organisation is an					
	☐ Yes							







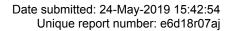
☑ No

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.

. Do y	ou have a formal policy and/or formal strategy on remuneration generally?
⊠ Ye	es (select all applicable answers)
□ N	<ul> <li>Strategy</li> <li>o (you may specify why no formal policy or formal strategy is in place)</li> <li>☐ Currently under development, please enter date this is due to be completed</li> <li>☐ Insufficient resources/expertise</li> <li>☐ Salaries set by awards/industrial or workplace agreements</li> <li>☐ Non-award employees paid market rate</li> <li>☐ Not a priority</li> <li>☐ Other (provide details):</li> </ul>
3.1	Are specific gender pay equity objectives included in your formal policy and/or formal strategy?
	<ul> <li>✓ Yes (provide details in question 3.2 below)</li> <li>☐ No (you may specify why pay equity objectives are not included in your formal policy or formal strategy)</li> <li>☐ Currently under development, please enter date this is due to be completed</li> <li>☐ Salaries set by awards/industrial or workplace agreements</li> <li>☐ Insufficient resources/expertise</li> <li>☐ Non-award employees paid market rate</li> <li>☐ Not a priority</li> <li>☐ Other (provide details):</li> </ul>
3.2	Does your formal policy and/or formal strategy include any of the following gender pay equity objectives (select all applicable answers)?
	<ul> <li>☑ To achieve gender pay equity</li> <li>☐ 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)</li> <li>☐ To be transparent about pay scales and/or salary bands</li> <li>☑ To ensure managers are held accountable for pay equity outcomes</li> <li>☑ To implement and/or maintain a transparent and rigorous performance assessment process</li> <li>☐ Other (provide details):</li> </ul>
	you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. lucted a gender pay gap analysis)?
	es - 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):   Other (provide details):   Other (provide details)   O
⊠ N	☐ Other (provide details):



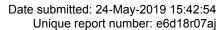




4.2	If your organisation would like to provide additional information relating to gender equality indicator 3, please do so below:
assess	ments)  ☑ Non-award employees paid market rate  ☐ Not a priority  ☐ Other (provide details):
	n for discretion in pay changes (because pay increases can occur with some discretion such as performance
	$\boxtimes$ Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there
qualific	cations)
room f	or discretion in pay changes (for example because pay increases occur only when there is a change in tenure or
	☐ Salaries for ALL employees (including managers) are set by awards or industrial agreements AND there is no

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

empl supp to co	indicator will enable the collection and use of information from relevant employers about the availability and utility of oyment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements orting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men imbine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental ender 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):       ☐ 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):       ☐ By paying the gap between the employee's salary and the government's paid parental leave scheme       ☐ By paying the gap between the employee's salary and the government's paid parental leave scheme       ☐ By paying the gap between the employee's salary and the government's paid parental leave scheme       ☐ By paying the gap between the employee's salary and the government's paid parental leave scheme       ☐ By paying the gap between the employee's salary and the government's paid parental leave scheme       ☐ By paying the gap between the employee's salary and the government's paid parental leave schem
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)





7.

8.

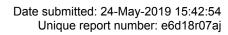
9.



			Primary car	rer's leave		Secondary c	arer's leav	е
	gers	Fe 0	emale	Male 0	e 0	Female	1	Male
						ng the reporting n it commenced		iid and/or unpa
				Primary carer			ndary care	
				emale	Male	Female	е	Male
ave,	regardless of Include those I leave or any	ERS, durin when the where pa other paid	g the repor leave comi arental leav	ting period, on menced? e was taken of leave is also	continuously taken at that		turning to	For example, w
ave, nnua esigr	many MANAGE regardless of Include those al leave or any 'Ceased emp nations, redund	ERS, durin when the where pa other paid loyment' r dancies ar	g the repor leave comi arental leav I or unpaid means anyond dismissa	rting period, on menced? e was taken of leave is also one who has als.	ceased emplo continuously taken at that exited the org	yment before ret with any other le time. ganisation for wh	eurning to eave type. eatever rea	work from pare For example, w ison, including
ave, nnua	many MANAGE regardless of Include those al leave or any 'Ceased emp nations, redund gers  How many No parental leave Includ where annua	ERS, durin when the endere paid other paid loyment' ridancies are on a second to the control of	g the repor leave comi arental leaved or unpaid means anyond dismissa GERS, duri ess of when here parent any other p	ting period, on the control of the report of the report of the leave control the leave was the control of the leave was the lea	ceased emplo continuously taken at that exited the org Female ting period, commenced? taken continuously	yment before ret with any other le time. ganisation for wh	eurning to eave type.  atever rea  Ma ent before other leave	work from pare For example, we alson, including ale returning to we type. For example

You may indicate which of the following are included in your flexible working arrangements strategy:

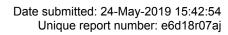
9.1







	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 the governing body
10.	Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?
	<ul> <li>Yes (select all applicable answers)</li> <li>□ Policy</li> <li>□ Strategy</li> <li>□ No (you may specify why no formal policy or formal strategy is in place)</li> <li>□ Currently under development, please enter date this is due to be completed</li> <li>□ Insufficient resources/expertise</li> <li>□ Included in award/industrial or workplace agreement</li> <li>□ Not a priority</li> <li>□ Other (provide details):</li> </ul>
1.	Do you offer any other support mechanisms, other than leave, for employees with family or caring responsibilities (eg, employer-subsidised childcare, breastfeeding facilities)?
	<ul> <li>Yes</li> <li>No (you may specify why non-leave based measures are not in place)</li> <li>□ Currently under development, please enter date this is due to be completed</li> <li>□ Insufficient resources/expertise</li> <li>□ Not a priority</li> <li>□ Other (provide details):</li> </ul>
2.	Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?
	<ul> <li>Yes (select all applicable answers)</li> <li>□ Policy</li> <li>□ Strategy</li> <li>□ No (you may specify why no formal policy or formal strategy is in place)</li> <li>□ Currently under development, please enter date this is due to be completed</li> <li>□ Insufficient resources/expertise</li> <li>□ Included in award/industrial or workplace agreements</li> <li>□ Not aware of the need</li> <li>□ Not a priority</li> <li>□ Other (please provide details):</li> </ul>
3.	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?
	<ul> <li>✓ Yes (select all applicable answers)</li> <li>✓ Employee assistance program (including access to a psychologist, chaplain or counsellor)</li> <li>☐ Training of key personnel</li> <li>☐ A domestic violence clause is in an enterprise agreement or workplace agreement</li> <li>☐ Workplace safety planning</li> <li>☐ Access to paid domestic violence leave (contained in an enterprise/workplace agreement)</li> <li>☐ Access to uppaid domestic violence leave (contained in an enterprise/workplace agreement)</li> </ul>

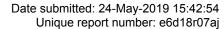




14.



□No	□ Access to paid domestic violence leave (not       □ Access to unpaid leave       □ Confidentiality of matters disclosed       □ Referral of employees to appropriate domest       □ Protection from any adverse action or discrin       □ Flexible working arrangements       □ Provision of financial support (e.g. advance to       □ Offer change of office location       □ Emergency accommodation assistance       □ Access to medical services (e.g. doctor or note       □ Other (provide details):       □ Currently under development, please enter document       □ Insufficient resources/expertise       □ Not aware of the need       □ Not a priority       □ Other (provide details):	ic violence supnination based bonus payment urse)	port services for on the disclosure or advanced pa	expert advice e of domestic v	,
AND I	e any of the following options are available in men?  flexible hours of work compressed working weeks time-in-lieu telecommuting part-time work job sharing carer's leave purchased leave unpaid leave. ns may be offered both formally and/or inform cample, if time-in-lieu is available to women fo	ally. rmally but to r			
	which options from the list below are available  Unticked checkboxes mean this option	n AND men.  ble? Please tic			
		Man	agers	Non-m	anagers
		Formal	Informal	Formal	Informal
	Flexible hours of work		$\boxtimes$		$\boxtimes$
	Compressed working weeks				
	Time-in-lieu				
	Telecommuting				
	Part-time work				
	Job sharing		Ц	Ц	
	Carer's leave		Ц		
	Purchased leave		Ц		Ц
14.3	Unpaid leave  You may specify why any of the above option  ☐ Currently under development, please enter d ☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details):		_	⊠ employees.	







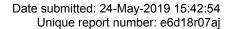
14.4 If your organisation would like to provide additional information relating to gender equality indicator 4, please do so below:

# Gender equality indicator 5: Consultation with employees on issues concerning gender equality in the workplace

This gender equality indicator seeks information on what consultation occurs between employers and employees on issues concerning gender equality in the workplace.

15.	Have y	ou consulted with employees on issues concerning gender equality in your workplace?
	☐ Yes	(you may specify why you have not consulted with employees on gender equality)  Not needed (provide details why):  Insufficient resources/expertise  Not a priority  Other (provide details):
	15.3	If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.
Ger	nder	equality indicator 6: Sex-based harassment and discrimination
oartici	pation. S	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?
	⊠ Yes	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?
		<ul> <li>Yes</li> <li>No (you may specify why a grievance process is not included)</li> <li>Currently under development, please enter date this is due to be completed</li> <li>Insufficient resources/expertise</li> <li>Not a priority</li> <li>Other (provide details):</li> </ul>

17. Do you provide training for all managers on sex-based harassment and discrimination prevention?





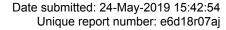


⊠ Ye	s - please indicate how often this training is provided:
	At induction
	At least annually
	☐ Every one-to-two years
	☐ Every three years or more
	☑ Varies across business units
	Other (provide details):
□ No	(you may specify why this training is not provided)
	☐ Currently under development, please enter date this is due to be completed
	☐ Insufficient resources/expertise
	☐ Not a priority
	Other (provide details):
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:

- 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 12.9% females and 87.1% males.

### **Promotions**

- 2. 80.0% of employees awarded promotions were women and 20.0% were men
  - i. 75.0% of all manager promotions were awarded to women
  - ii. 100.0% of all non-manager promotions were awarded to women.
- 3. 2.7% of your workforce was part-time and 0.0% of promotions were awarded to part-time employees.

### Resignations

- 4. 7.7% of employees who resigned were women and 92.3% were men
  - . 100.0% of all managers who resigned were women
  - ii. 5.9% of all non-managers who resigned were women.
- 5. 2.7% of your workforce was part-time and 0.0% of resignations were part-time employees.

### Employees who ceased employment before returning to work from parental leave

- i. 0.0% 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
- iv. N/A non-managers who utilised parental leave and ceased employment before returning to work were women.

Notification and access	3
ist of employee organisations:	
IWU Union MWU Union	
CEO sign off confirmati	ion
CEO sign off confirmations of CEO or equivalent:	Confirmation CEO has signed the report:
lame of CEO or equivalent:	