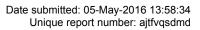




2015-16 public report form submitted by The Royal Australian College Of General Practitioners to the Workplace Gender Equality Agency

Organisation and contact details

Organisation registration	Legal name	The Royal Australian College Of General Practitioners
	ABN ANZSIC	34000223807 8220 Educational Support Services
Organisation details	Trading name/s ASX code (if relevant)	ozzo zadoutional oupport ocivioco
	Postal address	100 Wellington Parade EAST MELBOURNE VIC 3002 AUSTRALIA
	Organisation phone number	(03) 8699 0414
Reporting structure	Number of employees covered in this report submission Other organisations reported on in this report	279







Workplace profile Manager

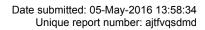
Managar acquirational actogorica	Departing level to CEO	Employment status		No. of employ	
ivianager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees
		Full-time permanent	0	0	0
CEO/Head of Business in Australia 0 Full-time contract Part-time permanent Part-time contract Casual Full-time permanent Full-time contract Part-time contract Part-time permanent Part-time contract Part-time contract Part-time contract Casual Full-time permanent Part-time contract Casual Full-time permanent Part-time contract Casual Part-time contract Casual Part-time contract Casual Part-time contract Part-time contract Part-time contract Part-time contract Part-time contract Part-time contract Part-time permanent Part-time permanent Part-time contract Part-time permanent Part-time perma		Full-time contract	1	0	1
	0	Part-time permanent	0	0	0
		Part-time contract	0	0	0
	Casual	0	0	0	
		Full-time permanent	2	0	2
		Full-time contract	0	4	4
	-1	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
	-2	Full-time permanent	7	2	9
		Full-time contract	1	2	3
		Part-time permanent	1	0	1
		Part-time contract	0	0	0
Other everytives/Coneral managers		Casual	0	0	0
offier executives/General managers		Full-time permanent	7	3	10
		Full-time contract	4	0	4
	-3	Part-time permanent	1	1	2
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	1	1
		Full-time contract	1	0	1
	-4	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers			25	13	38





Non-manager

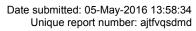
Non-manager occupational	Employment	No. of employees (exclu		No. of gr appl	aduates (if icable)	No. of ap appl	prentices (if icable)	Total
categories	status	F	М	F	М	F	М	employees
	Full-time permanent	78	16	0	0	0	0	94
	Full-time contract	18	7	0	0	0	0	25
Professionals	Part-time permanent	22	4	0	0	0	0	26
	Part-time contract	6	2	0	0	0	0	8
	Casual	5	1	0	0	0	0	6
	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	28	7	0	0	0	0	35
	Full-time contract	5	4	0	0	0	0	9
Clerical and administrative	Part-time permanent	17	1	0	0	0	0	18
	Part-time contract	2	0	0	0	0	0	2
	Casual	4	0	0	0	0	0	4
	Full-time permanent	0	0	0	0	0	0	0
Sales	Full-time contract	0	0	0	0	0	0	0
	Part-time permanent	0	0	0	0	0	0	0







Non-manager occupational categories	Employment status	No. of employees (exclu apprenti		No. of graduates (if applicable)		No. of apprentices (if applicable)		Total employees
Categories		F	M	F	M	F	М	employees
	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
	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	1	0	0	0	0	1
	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	2	11	0	0	0	0	13
Grand total: all non-managers		187	54	0	0	0	0	241



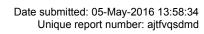




Reporting questionnaire

Gender equality indicator 1: Gender composition of workforce

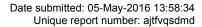
1 Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY in relation to:
1.1 Recruitment? ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained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







 ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy
□ No □ No, currently under development □ No, insufficient human resources staff □ No, don't have expertise □ No, not a priority
1.6 Succession planning? Yes (you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
 No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority
1.7 Training and development? ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy
 No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority
1.8 Resignations? ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy
 No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority
1.9 Key performance indicators for managers relating to gender equality? Yes (you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority
1.10 Gender equality overall?☐ Yes (you can select policy and/or strategy options)







☐ Standalone policy
☐ Policy is contained within another policy
☐ Standalone strategy
Strategy is contained within another strategy
⊠ No
☐ No, currently under development
☐ No, insufficient human resources staff
□ No, don't have expertise
☐ No, not a priority

- 1.11 You may provide details of other formal policies or formal strategies that specifically support gender equality that may be in place:
 Equity and Diversity Policy
- 1.12 In the table below, please provide the NUMBER of new appointments made during the reporting period (by gender and manager/non-manager categories). This should include appointments from both external and internal sources such that if an existing employee is appointed to another role within the organisation (promotion or not), they would need to be included.

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

	Managers		Non-managers		
	Female	Male	Female	Male	
NUMBER of appointments made	7	1	39	12	

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

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

,	Managers		Non-mar	nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	0	1	4	2
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	1	0

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

('Resigned' refers to employees who have given up their employment voluntarily, not those who are subject to employer-initiated terminations or redundancies.)

mile are easiest to employer initiated terminations of redundantiles.								
	Managers		Non-managers					
	Female	Male	Female	Male				
Permanent/ongoing full-time employees	4	3	11	3				
Permanent/ongoing part-time employees	0	0	5	2				





	Managers		Non-mar	agers
	Female Male		Female	Male
Fixed-term contract full-time employees	1	1	4	0
Fixed-term contract part-time employees	0	0	0	1
Casual employees	0	0	3	0

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

Gender equality indicator 2: Gender composition of governing bodies

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

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

 -, - , - , - , - , - , - , - , - , - ,				
Organisation name	Gender and NUMBER of chairperson/s (NOT percentage)	Gender and NUMBER of other governing body/board members (NOT percentage)	% target for representation of women on each governing body/board	Year to be reached





		F (Chair)	M (Chair)	F	M	(enter 0 if no target has been set, or enter a % between 1- 100)	(in YYYY format; if no target has been set, leave blank)
01	RACGP Council Board	2	10	2	10	0	
02							
03							
04							
05							
06							
07							
08							
09							
10							
11							
12							
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		•		

29							
30							
	erning bodies lis Governing body Currently under nsufficient huma Don't have expe	sted above /board had developm an resourd ertise atrol over q	e, you ma s gender lent ces staff	y specify balance (why below: e.g. 40% wo	as not been set for men/20 men/40% men/20 ments (provide det	9% either)
	2.3 Do you have a formal selection policy and/or formal selection strategy for governing body/board members for ALL organisations covered in this report? Yes (you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy						
	No No, in place for s No, currently und No, insufficient h	some gov der develo numan res control ov tution, Col expertise	erning bo opment sources st ver govern mposition	dies/boar aff ning body	ds /board appo	intments (provide	details why):
		structure				ion if your organis tity (ie Pty Ltd, Ltd	
part	ner) in the follow	wing table	against t	he releva	nt WGEA st	rtners (excluding t andardised manaç vorkplace profile.	

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

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

or come or your equity partitions below, to also entered in question 2.1.						
	Full-	Part-	Full-	Part-		
	time	time	time	time		
	females	females	males	males		
Equity partners who ARE key management						
personnel (KMPs) (excluding your managing						
partner)						
Equity partners who are "Other						





	Full- time females	Part- time females	Full- time males	Part- time males
executives/General managers"				
Equity partners who are "Senior managers"				
Equity partners who are "Other managers"				

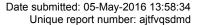
2.5 Should you wish to provide additional information on any of your responses under gender equality indicator 2, please do so below:

Gender equality indicator 3: Equal remuneration between women and men
3 Do you have a formal policy and/or formal strategy on remuneration generally? Yes (you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy No No, currently under development No, insufficient human resources staff No, included in workplace agreement No, don't have expertise No, salaries set by awards or industrial agreements No, non-award employees paid market rate No, not a priority No, other (provide details):
3.1 Are specific gender pay equity objectives included in your formal policy and/or formal strategy? Yes (provide details in questions 3.2 and/or 3.3 below) No No, currently under development No, insufficient human resources staff No, don't have expertise No, salaries set by awards or industrial agreements No, non-award employees are paid market rate No, not a priority No, other (provide details):
Has a gender remuneration gap analysis been undertaken? (This is a payroll analysis to determine whether there are any gaps between what women and men are paid.) Yes. When was the most recent gender remuneration gap analysis undertaken? Within last 12 months Within last 1-2 years More than 2 years ago but less than 4 years ago Other (provide details):
 No No, currently under development No, insufficient human resources staff No, don't have expertise





agreements, AND there is no room for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or qualifications) No, salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there IS room for discretion in pay changes (because pay increases can occur with some discretion such as performance assessments) No, non-award employees are paid market rate No, not a priority No, other (provide details):
4.2 Should you wish to provide additional information on any of your responses under gender equality indicator 3, please do so below:
Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities
5 Do you provide employer funded paid parental leave for PRIMARY CARERS, in addition to any government funded parental leave scheme for primary carers? Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer):
By paying the gap between the employee's salary and the government's paid parental leave scheme By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12
weeks or half pay for 24 weeks As a lump sum payment (paid pre- or post- parental leave, or a combination) No
 No, currently being considered No, insufficient human resources staff No, government scheme is sufficient No, don't know how to implement No, not a priority No, other (provide details):
5.1 Please indicate the MINIMUM number of weeks of EMPLOYER FUNDED paid parental leave that is provided for primary carers.
Optional: If you wish to provide additional details on the eligibility period/s and the maximum number of paid parental leave offered to primary carers, please do so below:
5.1a What is the eligibility period for employees to access the MINIMUM amount of employer funded paid parental leave (ie how long do employees need to be employed to access this MINIMUM amount - in months)?
5.1b If you offer different amounts of employer funded paid parental leave, what is the MAXIMUM number of weeks of employer funded paid parental leave that is provided for primary carers (in weeks)?
5.1c What is the eligibility period for employees to access the MAXIMUM amount of employer funded paid parental leave (ie how long do employees need to be employed to access this MAXIMUM amount – in months)?







What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY CARERS? In your calculation, you must include casuals when working out the proportion. For example, if ALL employees have access to employer funded paid parental leave for PRIMARY CARERS, including casuals, you would enter 100%. If casuals do not have access to this leave, your figure would always be less than 100%.

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

Total porcontino, org. ii Zor 170 oritor Zo, ii Tota 70 oritor Co).					
	Primary carer's leave				
Percentage:	70				

Do you provide employer funded paid parental leave for SECONDARY CARERS, in
addition to any government funded parental leave scheme for secondary carers?
∑ Yes, one week or greater (please go to 6.1)
Yes, less than one week (please go to 6.2)
□ No
☐ No, insufficient human resources staff
No, don't know how to implement
No, not a priority
No, other (provide details):

- 6.1 Please indicate the number of weeks of employer funded paid parental leave that is provided for secondary carers.
- 6.3 What proportion of your total workforce has access to employer funded paid parental leave for SECONDARY CARERS? In your calculation, you must include casuals when working out the proportion. For example, if ALL employees have access to employer funded paid parental leave for SECONDARY CARERS, including casuals, you would enter 100%. If casuals do not have access to this leave, your figure would always be less than 100%.

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

rear percentile, (e.g. ii ze. 170 emer ze, ii reir 70 emer ee).						
	Secondary carer's leave					
Percentage:	20					

How many female and male managers, and female and male non-managers, have utilised parental leave (paid and/or unpaid) during the past reporting period? (This number reflects the total number of employees in these categories that have taken this leave for ALL the organisations included in your report.)

	Primary care	r's leave	Secondary carer's leave		
	Female Male		Female	Male	
Managers	5	1	0	0	
Non-managers	10	1	0	0	

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

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



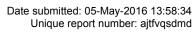


For example, a person may have utilised paid/unpaid parental leave, annual leave or other unpaid leave during a single block of 'parental leave'.

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

	Female	Male
Managers	1	0
Non-managers	1	0

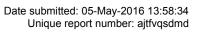
9 Do you have a formal policy and/or formal strategy on flexible working arrangements ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy	\$?
Strategy is contained within another strategy □ No.	
No	
No, currently under development	
No, insufficient human resources staff	
No, included in workplace agreementNo, don't have expertise	
☐ No, don't have expense ☐ No, don't offer flexible arrangements	
No, not a priority	
No, other (provide details):	
ino, other (provide details).	
9.1 You may indicate which of the following are included in your flexible working arrangements strategy:	
A business case for flexibility has been established and endorsed at the leadership level Leaders are visible role models of flexible working Flexible working is promoted throughout the organisation	
Targets have been set for engagement in flexible work	
Targets have been set for men's engagement in flexible work	
Leaders are held accountable for improving workplace flexibility	
Manager training on flexible working is provided throughout the organisation	
Employee training is provided throughout the organisation	
Team-based training is provided throughout the organisation	
Employees are surveyed on whether they have sufficient flexibility	
The organisation's approach to flexibility is integrated into client conversations	
The impact of flexibility is evaluated (eg reduced absenteeism, increased employee	
engagement) Metrics on the use of, and/or the impact of, flexibility measures are reported to key	
management personnel	
Metrics on the use of, and/or the impact of, flexibility measures are reported to the	
governing body/board	
governing body/board	
10 Do you have a formal policy and/or formal strategy to support employees with family	,
or caring responsibilities?	
Yes (you can select policy and/or strategy options)	
Standalone policy	
☑ Policy is contained within another policy	
Standalone strategy	
Strategy is contained within another strategy	
∐ No	
No, currently under development	
No, insufficient human resources staff	
No, included in workplace agreement	
☐ No, don't have expertise ☐ No, not a priority	
L LINO HOLA DHOHIV	







No, other (provide details):
Do you have any non-leave based measures to support employees with family or caring responsibilities (e.g. employer-subsidised childcare, breastfeeding facilities, referral services)? ☐ Yes ☐ No
☐ No, currently under development
No, insufficient human resources staff
No, don't have expertise
No, not a priority
No, other (provide details):
11.1 Please indicate what measures are in place and if they are available at all worksites (where only one worksite exists, for example a head-office, please select "Available at all 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
Breastfeeding facilities
Available at some worksites only
☐ Available at all worksites ☐ Childcare referral services
Available at some worksites only
Available at some worksites
☐ Internal support networks for parents
Available at some worksites only
Available at all worksites
Return to work bonus (only select this option if the return to work bonus is NOT the
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 ☐ Available at some worksites only ☐ Available at all worksites
Referral services to support employees with family and/or caring responsibilities
Available at some worksites only
Targeted communication mechanisms, for example intranet/ forums
Available at some worksites only
Available at all worksites
Support in securing school holiday care
Available at some worksites only
☐ Available at all worksites
Coaching for employees on returning to work from parental leave
☐ Available at some worksites only☒ Available at all worksites
☐ Parenting workshops targeting mothers
Available at some worksites only
Available at all worksites
Parenting workshops targeting fathers
Available at some worksites only
Available at all worksites
None of the above, please complete question 11.2 below

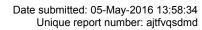






11.2 Please provide details of any other non-leave based measures that are in place and whether they are available at all worksites.

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

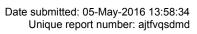






Please tick the checkboxes in the table below to indicate which employment terms, conditions or practices are available to your employees (please note that not ticking a box indicates that a particular employment term, condition or practice is not in place):

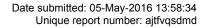
•	Managers			Non-managers					
		male	Male		Female			Male	
	Formal	Informal	Formal	Informal	Formal	Informal	Formal	Informal	
Flexible hours of work									
Compressed working weeks									
Time-in-lieu									
Telecommuting									
Part-time work									
Job sharing									
Carer's leave									
Purchased leave									
Unpaid leave	\boxtimes		\boxtimes						
 14.2 Where employment terms, conditions or practices are not available to your employees for any of the categories listed above, you may specify why below: Currently under development Insufficient human resources staff Don't have expertise Not a priority Other (provide details): 14.3 Should you wish to provide additional information on any of your responses under gender equality indicator 4, please do so below: 									
Gender equality indicator 5: Consultation with employees on issues concerning gender equality in the workplace									
Have you consulted with employees on issues concerning gender equality in your workplace? ☐ Yes ☐ No ☐ No, not needed (provide details why):									
 No, insufficient human resources staff No, don't have expertise No, not a priority No, other (provide details): 									







15.1 How did you consult with employees on issues concerning gender equality in your workplace (more than one option can be selected)? Survey Consultative committee or group Focus groups Exit interviews Performance discussions Other (provide details): Strategic Workforce Planning discussions with Executive Team
15.2 Please indicate what categories of employees you consulted. All staff Women only Men only Human resources managers Management Employee representative group(s) Diversity committee or equivalent Women and men who have resigned while on parental leave Other (provide details):
15.3 Should you wish to provide additional information on any of your responses under gender equality indicator 5, please do so below:
Gender equality indicator 6: Sex-based harassment and discrimination 16 Do you have a formal policy and/ or formal strategy on sex-based harassment and discrimination prevention? Yes (you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy No No, currently under development No, insufficient human resources staff No, included in workplace agreement No, don't have expertise No, not a priority No, other (provide details):
16.1 Do you include a grievance process in any sex-based harassment and discrimination prevention policy and/or strategy? ☑ Yes ☐ No ☐ No, currently under development ☐ No, insufficient human resources staff ☐ No, don't have expertise ☐ No, not a priority ☐ No, other (provide details):
17 Does your workplace provide training for all managers on sex-based harassment and discrimination prevention?







other options can be selected):
☐ At least annually
⊠ Every one-to-two years
Every three years or more
☐ Varies across business units
Other (provide details):
□No
No, currently under development
No, insufficient human resources staff
No, don't have expertise
□ No, not a priority
No, other (provide details):
17.1 Should you wish to provide additional information on any of your responses under
gender equality indicator 6, please do so below:
gordon oquanty manadar o, produce do co borott.

Other

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





Gender composition proportions in your workplace

Important notes:

- 1. Proportions are based on the data contained in your workplace profile and reporting questionnaire.
- Some proportion calculations will not display until you press Submit at step 6 on the reporting page in the portal. When your CEO signs off the report prior to it being submitted, it is on the basis that the proportions will only reflect the data contained in the report.
- 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 76.0% females and 24.0% males.

Promotions

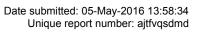
- 2. 62.5% of employees awarded promotions were women and 37.5% were men
 - i. 0.0% of all manager promotions were awarded to women
 - ii. 71.4% of all non-manager promotions were awarded to women.
- 3. 20.4% of your workforce was part-time and 0.0% of promotions were awarded to part-time employees.

Resignations

- 4. 73.7% of employees who resigned were women and 26.3% were men
 - . 55.6% of all managers who resigned were women
 - i. 79.3% of all non-managers who resigned were women.
- 20.4% of your workforce was part-time and 21.1% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- 13.3% of all women who utilised parental leave and ceased employment before returning to work
- ii. 0.0% of all men who utilised parental leave and ceased employment before returning to work
- 16.7% of all managers who utilised parental leave and ceased employment before returning to work were women
- 9.1% of all non-managers who utilised parental leave and ceased employment before returning to work were women.







Notification and access

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