





2015-16 public report form submitted by Elders Limited to the Workplace Gender Equality Agency

Organisation and contact details

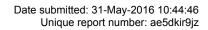
Organisation registration	Legal name ABN ANZSIC	Elders Limited 34004336636 0529 Other Agriculture and Fishing Support Services
Organisation details	Trading name/s ASX code (if relevant)	ELD
	Postal address	GPO Box 551 ADELAIDE SA 5001 Australia
	Organisation phone number	(08) 8425 4000
Reporting structure	Ultimate parent Number of employees covered in this report submission	Elders Limited 2,185
	Other organisations reported on in this report	Elders Rural Services Australia Limited Elders Financial Planning Pty Ltd





Workplace profile Manager

Managanasanatianalastanaria	Demontina level to CEO	Francis research at a training		No. of employees			
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees		
		Full-time permanent	0	1	1		
		Full-time contract	0	0	0		
CEO/Head of Business in Australia	0	Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	0	5	5		
		Full-time contract	0	0	0		
Key management personnel	-1	Part-time permanent	0	0	0		
ney management personner		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	3	4	7		
		Full-time contract	0	0	0		
	-1	Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
Other executives/General managers		Casual	0	0	0		
	-2	Full-time permanent	0	1	1		
		Full-time contract	0	0	0		
		Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	0	2	2		
		Full-time contract	0	0	0		
	-1	Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	3	58	61		
		Full-time contract	0	0	0		
Senior Managers	-2	Part-time permanent	6	0	6		
-		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	0	20	20		
		Full-time contract	0	0	0		
	-3	Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
		Casual	0	0	0		







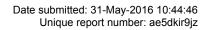
Manager occupational categories	Reporting level to CEO	Employment status	No. of employees			
ivianager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees	
		Full-time permanent	2	5	7	
		Full-time contract	0	0	0	
	-2	Part-time permanent	1	0	1	
		Part-time contract	0	0	0	
		Casual	0	0	0	
	-3	Full-time permanent	12	72	84	
		Full-time contract	0	1	1	
Other managers		Part-time permanent	1	1	2	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	4	82	86	
		Full-time contract	0	0	0	
	-4	Part-time permanent	1	0	1	
		Part-time contract	0	0	0	
		Casual	0	0	0	
Grand total: all managers			33	252	285	





Non-manager

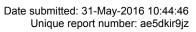
Non-manager occupational	Employment	No. of employees (excluding graduates and prentices)	No. of gr appli	aduates (if icable)	No. of ap	prentices (if icable)	Total
categories	status	F	M	F	М	F	М	employees
Professionals	Full-time permanent	34	63	0	0	0	0	97
	Full-time contract	0	2	0	0	0	0	2
	Part-time permanent	6	1	0	0	0	0	7
	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	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	264	39	0	0	0	0	303
	Full-time contract	14	2	0	0	0	0	16
Clerical and administrative	Part-time permanent	91	2	0	0	0	0	93
	Part-time contract	4	0	0	0	0	0	4
	Casual	80	5	0	0	0	0	85
	Full-time permanent	174	695	0	0	0	0	869
Sales	Full-time contract	4	7	3	3	0	0	17
	Part-time permanent	22	10	0	0	0	0	32







Non-manager occupational categories	Employment status		excluding graduates and rentices)		aduates (if icable)	No. of apprentices (if applicable)		Total employees
Categories		F	M	F	М	F	М	employees
	Part-time contract	1	1	0	0	0	0	2
	Casual	15	17	0	0	0	0	32
	Full-time permanent	0	19	0	0	0	0	19
	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	1	13	0	0	0	0	14
	Full-time permanent	16	18	0	0	0	0	34
	Full-time contract	1	0	0	0	0	0	1
Labourers	Part-time permanent	1	0	0	0	0	0	1
	Part-time contract	1	0	0	0	0	0	1
	Casual	34	187	0	0	0	0	221
	Full-time permanent	0	1	0	0	0	0	1
	Full-time contract	5	12	0	0	0	0	17
Others	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	29	3	0	0	0	0	32
Grand total: all non-managers		797	1,097	3	3	0	0	1,900



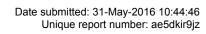




Reporting questionnaire

Gender equality indicator 1: Gender composition of workforce

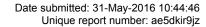
1 Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY in relation to:
1.1 Recruitment? ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained 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
☐ 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 ☐ 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)







☐ 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:

Diversity Action Plan

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.

	Manag	Managers		Managers Non-manage		agers
	Female	Male	Female	Male		
NUMBER of appointments made	10	64	267	252		

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.)

No cell should be left blank, please enter '0' (zero) where there is no data.

	Managers		Non-man	agers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	1	21	19	10
Permanent/ongoing part-time employees	1	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

1.14 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.)

No cell should be left blank, please enter '0' (zero) where there is no data.

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	Managers	Non-managers		





	Female	Male	Female	Male
Permanent/ongoing full-time employees	0	20	74	112
Permanent/ongoing part-time employees	1	0	22	3
Fixed-term contract full-time employees	0	0	6	3
Fixed-term contract part-time employees	0	0	1	0
Casual employees	0	0	20	12

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.

	inty o governing body body in the table bottom					
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	Elders Limited	0	1	1	2	25	2016
02	Elders Rural Services Australia Limited	0	1	0	5	0	
03							
04							
05							
06							
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	2.2 If a target relating to the representation of women has not been set for any of the governing bodies listed above, you may specify why below: Governing body/board has gender balance (e.g. 40% women/40% men/20% either) Currently under development							

29									
30									
	2.2 If a target relating to the representation of women has not been set for any of the governing bodies listed above, you may specify why below: Governing body/board has gender balance (e.g. 40% women/40% men/20% either) Currently under development Insufficient human resources staff Don't have expertise Do not have control over governing body/board appointments (provide details why):								
\boxtimes (Not a priority Other (provide d Targets are set		isation's g	governing	body (ie Eld	ders Limited E	Board) by	2016	
	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 a No, currently un No, insufficient h No, do not have	der develonuman res	opment sources st	aff		intments (pro	ovide deta	ails why):	
	No, don't have expertiseNo, not a priorityNo, other (provide details):								
2.4 Partnership structures only: (only answer this question if your organisation operates under a partnership structure, ie is NOT an incorporated entity (ie Pty Ltd, Ltd or Inc), or an unincorporated entity).									
Please enter the total number of female and male equity partners (excluding the managing partner) in the following table against the relevant WGEA standardised manager definitions. Non-equity (salaried) partners need to be included in your workplace profile.									
Details of your managing partner should be included separately in the CEO row of your workplace profile.									
NB: Please ensure that the composition of your governing body/board (which may include all or some of your equity partners below) is also entered in question 2.1.									
	, 1	•	,	•	Full- time females	Part- time	Full- time males	Part- time males	
	Equity partners				15171610	2			

	Full-	Part-	Full-	Part-
	time	time	time	time
	females	females	males	males
Equity partners who ARE key management personnel (KMPs) (excluding your managing				

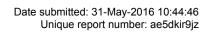




	Full- time females	Part- time females	Full- time males	Part- time males
partner)				
Equity partners who are "Other executives/General managers"				
Equity partners who are "Senior managers"				
Equity partners who are "Other managers"				

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

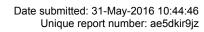
Gender equality indicator 3: Equal remuneration between women and men
3 Do you have a formal policy and/or formal strategy on remuneration generally? ☑ Yes (you can select policy and/or strategy options)
 ⊠ Standalone policy □ Policy is contained within another policy ⊠ Standalone strategy
Strategy is 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):
3.2 You have answered yes to question 3.1. Please indicate whether your formal policy or formal strategy includes the following gender pay equity objectives (more than one option can be selected):
 ☑ 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 (Please provide details in question 3.3 below)
3.3 Provide details of other gender pay equity objectives that are included in your formal policy or formal strategy including timeframes for achieving these objectives:
Has a gender remuneration gap analysis been undertaken? (This is a payroll analysis to determine whether there are any gaps between what women and men are paid.) Yes. When was the most recent gender remuneration gap analysis undertaken? Within last 12 months Within last 1-2 years More than 2 years ago but less than 4 years ago Other (provide details):
 No No, currently under development No, insufficient human resources staff No, don't have expertise No, salaries for ALL employees (including managers) are set by awards or industrial agreements, AND there is no room for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or qualifications) No, salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there IS room for discretion in pay changes (because pay increases can occur with some discretion such as performance assessments) No, non-award employees are paid market rate No, not a priority No, other (provide details):
4.01 Should you wish to provide details on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like, organisation-wide), please do so below:
4.1 Were any actions taken as a result of your gender remuneration gap analysis? ☐ Yes - please indicate what actions were taken (more than one option can be selected): ☐ Created a pay equity strategy or action plan ☐ Identified cause/s of the gaps ☐ Reviewed remuneration decision-making processes ☐ Analysed commencement salaries by gender to ensure there are no pay gaps
Analysed performance ratings to ensure there is no gender bias (including unconscious bias)
Analysed performance pay to ensure there is no gender bias (including unconscious bias)
 ☐ Trained people-managers in addressing gender bias (including unconscious bias) ☐ Set targets to reduce any like-for-like gaps ☐ Set targets to reduce any organisation-wide gaps ☐ Reported pay equity metrics (including gender pay gaps) to the governing
body/board
Reported pay equity metrics (including gender pay gaps) to the executive Reported pay equity metrics (including gender pay gaps) to all employees Reported pay equity metrics (including gender pay gaps) externally Corrected like-for-like gaps Conducted a gender-based job evaluation process Implemented other changes (provide details):
□ No
☐ No unexplainable or unjustifiable gaps identified☐ No, currently under development
□ No, insufficient human resources staff







☐ No, non-award employees are paid market rate☐ No, unable to address cause/s of gaps (provide details why):
No, not a priorityNo, 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
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)? 12
5.1b If you offer different amounts of employer funded paid parental leave, what is the MAXIMUM number of weeks of employer funded paid parental leave that is provided for primary carers (in weeks)?
5.1c What is the eligibility period for employees to access the MAXIMUM amount of employer funded paid parental leave (ie how long do employees need to be employed to access this MAXIMUM amount – in months)?

5.2 What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY CARERS? In your calculation, you must include casuals when working





out the proportion. For example, if ALL employees have access to employer funded paid parental leave for PRIMARY CARERS, including casuals, you would enter 100%. If casuals do not have access to this leave, your figure would always be less than 100%.

You may enter a number that represents the actual percentage of employees, or round the number to the nearest 10th percentile, e.g. if 23.4% enter 20; if 45.7% enter 50).

	Primary carer's leave
Percentage:	80
	ee go to 6.2) es staff icient ent

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

No cell should be left blank, please enter '0' (zero) where there is no data.

	Primary care	r's leave	Secondary carer's leave		
	Female	Male	Female	Male	
Managers	2	0	0	0	
Non-managers	50	0	0	4	

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).

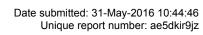
This includes employees on parental leave that had commenced in another reporting period. Include situations where the parental leave was taken continuously with any other leave type. For example, a person may have utilised paid/unpaid parental leave, annual leave or other unpaid leave during a single block of 'parental leave'.

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

No cell should be left blank, please enter '0' (zero) where there is no data.

	Female	Male
Managers	0	0
Non-managers	6	0

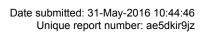
9	Do you have a formal policy and/or formal strategy on flexible working arrangements?
	(you can select policy and/or strategy options)
	Standalone policy
	Policy is contained within another policy
	☐ Standalone strategy
	Strategy is contained within another strategy







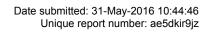
No,No,No,No,No,No,	currently under development insufficient human resources staff included in workplace agreement don't have expertise don't offer flexible arrangements not a priority other (provide details):
	Do you have a formal policy and/or formal strategy to support employees with family ng responsibilities? s (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, ☐ No,	currently under development insufficient human resources staff included in workplace agreement don't have expertise not a priority other (provide details):
service Yes No No, No, No, No,	
worksit	Please indicate what measures are in place and if they are available at all worksites only one worksite exists, for example a head-office, please select "Available at all tes"): ployer subsidised childcare Available at some worksites only Available at all worksites site childcare Available at some worksites only Available at some worksites only Available at all worksites astfeeding facilities Available at some worksites only
⊠ Inte	Available at some worksites only Available at all worksites Idcare referral services Available at some worksites only Available at all worksites Final support networks for parents Available at some worksites only Available at all worksites Final support networks for parents Available at some worksites only Available at all worksites Final support networks for parents Final support networks for pare







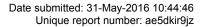
$oxedsymbol{oxed}$ Information packs to support new parents and/or those with elder care responsibilities
Available at some worksites only
Referral services to support employees with family and/or caring responsibilities
☐ Available at some worksites only☒ Available at all worksites
 ☒ Available at all worksites ☒ Targeted communication mechanisms, for example intranet/ forums
 ☐ Available at some worksites only ☒ Available at all worksites
_
Support in securing school holiday care
Available at some worksites only
Available at all worksites
Coaching for employees on returning to work from parental leave
Available at some worksites only
☐ Available at all worksites
Parenting workshops targeting mothers
Available at some worksites only
☐ Available at all worksites
Parenting workshops targeting fathers
Available at some worksites only
Available at all worksites
☐ None of the above, please complete question 11.2 below
11.2 Places provide details of any other non-leave based measures that are in place and
11.2 Please provide details of any other non-leave based measures that are in place and whether they are available at all worksites.
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
☐ Claridations policy ☐ Policy is contained within another policy
☐ Standalone strategy
☐ Strategy is contained within another strategy
□ No
☐ No, currently under development
☐ No, insufficient human resources staff
No, included in workplace agreement
No, not aware of the need
No, don't have expertise
No, not a priority
☐ No, other (please provide details):
Other than a policy and/or strategy, do you have any measures to support employees
who are experiencing family or domestic violence?
selected):
Employee assistance program (including access to a psychologist, chaplain or
counsellor)
☐ A demostic violence clause is in an enterprise agreement or workplace agreement
☐ A domestic violence clause is in an enterprise agreement or workplace agreement
☐ Workplace safety planning ☐ Access to paid demostic violence leave (contained in an enterprise (workplace
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
∠ √ 100033 to dispaid 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): Access to paid leave available on a case by case basis 									
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):									
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Formal	Informal	Formal	Informal	Formal	Informal	Formal	Informal 🖂		
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accommodation assistance as to medical services (e.g. doctor or nurse) (provide details): ass to paid leave available on a case by case basis under development at human resources staff to fithe need a expertise rity wide details): Ck the checkboxes in the table below to indicate what to a case available to your employees (please note articular employment term, condition or practice is managers Female Male Ferendal Informal Formal Sources are not a case by case basis with the case of the categories listed above, you may specify were development terms, conditions or practices are not any of the categories listed above, you may specify were development terms, conditions or practices are not any of the categories listed above, you may specify were development terms resources staff	ral of employees to appropriate domestic violence support ser ction from any adverse action or discrimination based on the of ele working arrangements de financial support (e.g. advance bonus payment or advance 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available to your employees (please note that not ticking a bot particular employment term, condition or practice is not in place): Non-managers		



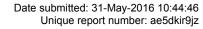




14.3 Should you wish to provide additional information on any of your responses under gender equality indicator 4, please do so below:

Gender equality indicator 5: Consultation with employees on issues concerning gender

equality in the workplace
15 Have you consulted with employees on issues concerning gender equality in your workplace? ☑ Yes ☐ No ☐ No, not needed (provide details why):
 No, insufficient human resources staff No, don't have expertise No, not a priority No, other (provide details):
15.1 How did you consult with employees on issues concerning gender equality in your workplace (more than one option can be selected)? ☐ Survey ☐ Consultative committee or group ☐ Focus groups
☐ Exit interviews ☐ Performance discussions ☐ Other (provide details):
15.2 Please indicate what categories of employees you consulted. All staff Women only Men only Human resources managers Management Employee representative group(s) Diversity committee or equivalent Women and men who have resigned while on parental leave Other (provide details):
15.3 Should you wish to provide additional information on any of your responses under gender equality indicator 5, please do so below: Circa 20% of female workforce consulted and all levels in organisation reported back to Executive Committee and Board. Informed Diversity Action Plan.
Gender equality indicator 6: Sex-based harassment and discrimination
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):
Does your workplace provide training for all managers on sex-based harassment and discrimination prevention? ☐ Yes - please indicate how often this training is provided ('At induction' AND one of the other options can be selected): ☐ At induction ☐ 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:

Leadership development program provides training for managers on sex-based harassment; Women's responses in our employee effectiveness survey are measured pertaining to respect as an individual.

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 38.1% females and 61.9% males.

Promotions

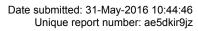
- 2. 40.4% of employees awarded promotions were women and 59.6% were men
 - i. 8.7% of all manager promotions were awarded to women
 - ii. 65.5% of all non-manager promotions were awarded to women.
- 3. 6.9% of your workforce was part-time and 1.9% of promotions were awarded to part-time employees.

Resignations

- 4. 45.3% of employees who resigned were women and 54.7% were men
 - i. 4.8% of all managers who resigned were women
 - ii. 48.6% of all non-managers who resigned were women.
- 5. 6.9% of your workforce was part-time and 9.9% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- 11.5% 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
- iii. 0.0% of all managers who utilised parental leave and ceased employment before returning to work were women
- 11.1% of all non-managers who utilised parental leave and ceased employment before returning to work were women.







CEO sign off confirmation

Name of CEO or equivalent Mark Allison

Confirmation CEO has signed the report

Yes

CEO Signature: Date: 31/05/16