



### Public report

2017-18

Submitted by

Legal Name: Diabetes NSW







#### Organisation and contact details

Submitting organisation details	Legal name	Diabetes NSW			
	ABN	84001363766			
	ANZSIC	S Other Services			
	ANZSIC	9559 Other Interest Group Services n.e.c.			
	Business/trading name/s	Diabetes NSW & ACT			
	ASX code (if applicable)				
	Postal address	GPO Box 9824			
		SYDNEY NSW 2001			
		AUSTRALIA			
	Organisation phone number	(02) 9552 9900			
Reporting structure	Number of employees covered by this report	94			



Date submitted: Unique report number: xhssv8adag

# Workplace profile

### Manager

	OLO WIND THE C			Z	No. of employees
Manager occupational categories	Reporting level to CEO	Employment status	Ц	Σ	Total employees
		Full-time permanent	0	0	0
		Full-time contract	0	1	
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	4	-	5
		Full-time contract	0	1	
Other executives/General managers	7	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	6	3	12
		Full-time contract	2	1	3
Senior Managers	-2	Part-time permanent	2	0	2
		Part-time contract	0	-	
		Casual	0	0	0
		Full-time permanent	0	1	1
		Full-time contract	0	1	
Other managers	-3	Part-time permanent	- 4	0	1
		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers			18	10	28



# Workplace profile

## Non-manager

CEC 2000 CEC	Cample import atotics	No. of employees (excluding i	rees (excluding graduates and apprentices	INO. or graduates	es (if applicable)	No. of apprentic	apprentices (if applicable)	Total amplance
Notetinaliage, occupational categories	Citipioyineni siatus	F	W	ш	M	Ь	M	I Otal employees
	Full-time permanent	11	3	0	0	0	0	14
	Full-time contract	5	1	0	0	0	0	9
Professionals	Part-time permanent	6	1	0	0	0	0	10
	Part-time contract	5	0	0	0	0	0	5
	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
THE RESIDENCE OF THE PERSON OF	Casual	0	0	0	0	0	0	0
	Full-time permanent	10		0	0	0	0	11
	Full-time contract	5	0	0	0	0	0	5
Clerical and administrative	Part-time permanent	5	0	0	0	0	0	5
	Part-time contract	0	1	0	0	0	0	
	Casual	4	2	0	0	0	0	9
	Full-time permanent	2	0	0	0	0	0	2
	Full-time contract	0	L.	0	0	0	0	
Sales	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Machinery operators and drivers	Part-time permanent	. 0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0

Date submitted: Unique report number: xhssv8adag



	Character man and adultion	No. of employees (excluding g	graduates and apprentices)	No. of graduates	s (if applicable)	No. of apprentices	s (if applicable)	volumo la
Non-manager occupational categories	Employment status	E.	M	F	W	Н.	M	i otal employees
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Labourers	Part-time permanent	0	. 0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Others	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Grand total: all non-managers		56	10	0	0	0	0	99





#### Reporting questionnaire

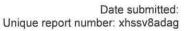
#### Gender equality indicator 1: Gender composition of workforce

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 2017 to 31 March 2018. (This differs from the workplace profile data which is taken at a point-in-time during the reporting period).
- · Answers need to reflect ALL organisations covered in this report.
- If you select "NO, Insufficient resources/expertise" to any option, this may cover human or financial resources.
- Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

1.1	Recruitment
	<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>
1.2	Retention
1.2	Retention
	<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>
1.3	Performance management processes
	<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>







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





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

	Mana	gers	Non-ma	nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	1	0	3	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	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/nonmanagers)?

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

No.	Female	Male
Number of appointments made to MANAGER roles (including promotions)	4	2
Number of appointments made to NON-MANAGER roles (including promotions)	18	3

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

	Mana	gers	Non-ma	nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	2	1	8	2
Permanent/ongoing part-time employees	2	0	1	0
Fixed-term contract full-time employees	0	0	3	2
Fixed-term contract part-time employees	0	0	3	1
Casual employees	0	0	3	4

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.

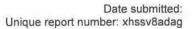
 The organisation(s) you are reporting on will have a governing body. In the Act, governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer". This question relates to the highest governing body for your Australian entity, even if it is located overseas.







2.1	Please answer the following	questions relating to each g	overning body co	vered in this report.
	Note: If this report covers mo organisation before proceedi		ne questions below	v will be repeated for each
	If your organisation's govern organisation's name BUT the	ing body is the same as you numerical details of your p	r parent entity's, y arent entity's gove	ou will need to add your rining body.
2.1a.1	Organisation name?			
	Diabetes NSW & Act			
2.1b.1	How many Chairs on this gov	verning body?		
		Fer	nale	Male
	Number	0		1
2.1c.1	How many other members ar	e on this governing body (e	xcluding the Chair	r/s)?
		Fer	nale	Male
	Number	4		6
	Currently under deve	rd has gender balance (e.g. 4 elopment, please enter date the s/expertise over governing body/board ap is):	nis is due to be com	pleted
2.1g.1	Are you reporting on any oth	er organisations in this rep	ort?	
	☐ Yes ⊠ No			
2.2	Do you have a formal selection organisations covered in this		ction strategy for	governing body members for ALL
		newere)		
	Policy     Po	iswers)		
	☐ Strategy ☐ No (you may specify why no ☐ In place for some go		mal selection strate	gy is in place)
	☐ Currently under development of the course	elopment, please enter date the	nis is due to be com	pleted
	☐ Do not have control ☐ Not a priority ☐ Other (provide detai	over governing body appointr	nents (provide deta	ils why)
2.3	Does your organisation oper "incorporated" entity - Pty Lt	ate as a partnership structu d, Ltd or Inc; or an "uninco	re (i.e. select NO i rporated" entity)?	f your 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.

3.	ро ус	ou have a formal policy and/or formal strategy on re	muneration generally r				
	⊠ Ye	es (select all applicable answers)  ⊠ Policy					
		☐ Strategy					
	□ No	<ul> <li>(you may specify why no formal policy or formal strate</li> <li>Currently under development, please enter date t</li> <li>Insufficient resources/expertise</li> </ul>					
		Salaries set by awards/industrial or workplace ag	reements				
		Non-award employees paid market rate					
		☐ Not a priority					
		Other (provide details):					
		i para a dilega and di mare		NGAL SALE TIME			
	3.1	Are specific gender pay equity objectives include	d in your formal policy and/or formal str	ategy?			
		Yes (provide details in question 3.2 below)					
		No (you may specify why pay equity objectives ar ☐ Currently under development, please enter	e not included in your formal policy or forma	al strategy)			
		☐ Salaries set by awards/industrial or workp					
		☐ Insufficient resources/expertise					
		☐ Non-award employees paid market rate					
		Not a priority					
		Other (provide details):					
4.	Have cond	e you analysed your payroll to determine if there are ducted a gender pay gap analysis)?	any remuneration gaps between women	n and men (i.e.			
	☐ Ye	es - the most recent gender remuneration gap analysis  Within last 12 months	was undertaken:				
		Within last 1-2 years					
		☐ More than 2 years ago but less than 4 years ago ☐ Other (provide details):					
	⊠ N∈	o (you may specify why you have not analysed your pa  Currently under development, please enter date t  Insufficient resources/expertise	yroll for gender remuneration gaps) his is due to be completed				
		Salaries for ALL employees (including managers)	are set by awards or industrial agreements	AND there is 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					
	qualit	fications)	managers) are set by awards or industrial a	arcoments and there			
		☐ Salaries for SOME or ALL employees (including rom for discretion in pay changes (because pay increase	es can occur with some discretion such as p	performance			
	asses	ssments)					
		Non-award employees paid market rate					
		☐ Not a priority					
		Other (provide details):					
		1 1 10 1 10 1 10		tu indicator 2			
	4.2	If your organisation would like to provide additio please do so below:	nai information relating to gender equali	ty indicator 3,			



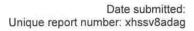


#### Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities

This indicator will enable the collection and use of information from relevant employers about the availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men to combine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental to gender equality and to maximising Australia's skilled workforce.

5.	A "PRIMARY CARER" is the member of a couple or a single carer, REGARDLESS OF GENDER, identified as having greater responsibility for the day-to-day care of a child.
	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 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 combinat
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?
	<ul> <li>Yes</li> <li>No, we offer paid parental leave for SECONDARY CARERS that is available to men ONLY (e.g. paternity leave)</li> <li>No, we offer paid parental leave for SECONDARY CARERS that is available to women ONLY</li> <li>No (you may specify why employer funded paid parental leave for secondary carers is not paid)</li> <li>□ Currently under development, please enter date this is due to be completed</li> <li>□ Insufficient resources/expertise</li> <li>□ Government scheme is sufficient</li> <li>□ Not a priority</li> <li>□ Other (provide details):</li> </ul>
7.	How many MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include

employees still on parental leave, regardless of when it commenced.







	Primary carer's leave		Secondary carer's leave	
	Female	Male	Female	Male
Managers	0	0	0	0

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

	Primary ca	Primary carer's leave		Secondary carer's leave	
	Female	Male	Female	Male	
Non-managers	2	0	0	0	

8.	How many MANAGERS, during the reporting period, ceased employment before returning to work from parenta
	leave regardless of when the leave commenced?

 Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.

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

	Female	Male
Managers	0	0

8.1 How many NON-MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?

Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.

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

	Female	Male
Non-managers	0	0

9.	Do you have a formal policy and/or formal strategy on flexible working arrangements?
	□ Policy
	☐ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place)
	Currently under development, please enter date this is due to be completed
	☐ Insufficient resources/expertise
	☐ Don't offer flexible arrangements ☐ Not a priority
	Other (provide details):
	A STATE OF THE STA
10.	Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?
	Yes (select all applicable answers)

es (select all applicable answers)
Policy
☐ Strategy
o (you may specify why no formal policy or formal strategy is in place)
Currently under development, please enter date this is due to be completed
☐ Insufficient resources/expertise
Included in award/industrial or workplace agreement
☐ Not a priority
Other (provide details):

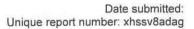
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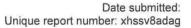
11.		ou offer any other support mechanisms, other than leave, for employees with family or caring responsibilities mployer-subsidised childcare, breastfeeding facilities)?
	⊠ Ye	s
		(you may specify why non-leave based measures are not in place)  Currently under development, please enter date this is due to be completed Insufficient resources/expertise
		Not a priority
		Other (provide details):
	11.1	Please select what support mechanisms are in place and if they are available at all worksites.  • Where only one worksite exists, for example a head-office, select "Available at all worksites".
		☐ Employer subsidised childcare
		Available at some worksites only
		Available at all worksites
		On-site childcare
		<ul> <li>☐ Available at some worksites only</li> <li>☐ Available at all worksites</li> </ul>
		Breastfeeding facilities
		Available at some worksites only
		Available at all worksites
		☐ Childcare referral services
		Available at some worksites only
		Available at all worksites
		☐ Internal support networks for parents ☐ Available at some worksites only
		Available at 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 some worksites only  Available at all worksites
		Referral services to support employees with family and/or caring responsibilities
		☐ Available at some worksites only
		Available at all worksites
		Targeted communication mechanisms, for example intranet/ forums
		☐ Available at some worksites only ☐ 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
12.	Do yo	ou have a formal policy and/or formal strategy to support employees who are experiencing family or domestic nce?
	☐ Ye	s (select all applicable answers)
		Policy
	M N	Strategy
	⊠ NC	(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
	Other (please provide details):
	Cities (places provide detaile).
13.	Other than a formal policy and/or formal strategy, do you have any support mechanisms in place to support employees who are experiencing family or domestic violence?
	<ul> <li>☐ Employee assistance program (including access to a psychologist, chaplain or counsellor)</li> <li>☐ Training of key personnel</li> </ul>
	☐ A domestic violence clause is in an enterprise agreement or workplace agreement ☐ Workplace safety planning
	Access to paid domestic violence leave (contained in an enterprise/workplace agreement)
	Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)
	Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)
	Access to unpaid leave
	Confidentiality of matters disclosed
	Referral of employees to appropriate domestic violence support services for expert advice
	Protection from any adverse action or discrimination based on the disclosure of domestic violence
	Flexible working arrangements
	Provision of financial support (e.g. advance bonus payment or advanced pay)
	Offer change of office location
	☐ Emergency accommodation assistance
	Access to medical services (e.g. doctor or nurse)
	Other (provide details):
	☐ No (you may specify why no other support mechanisms are in place)
	Currently under development, please enter date this is due to be completed
	☐ Insufficient resources/expertise
	☐ Not aware of the need
	☐ Not a priority
	Other (provide details):
14.	Where any of the following options are available in your workplace, are those option/s available to both women AND men?
	flexible hours of work
	compressed working weeks
	time-in-lieu
	telecommuting
	part-time work
	ob sharing
	carer's leave
	purchased leave
	unpaid leave.
	Options may be offered both formally and/or informally.
	For example, if time-in-lieu is available to women formally but to men informally, you would select NO.
	Yes, the option/s in place are available to both women and men.
	No, some/all options are not available to both women AND men.
	- contrationalities describing as but
	14.1 Which options from the list below are available? Please tick the related checkboxes.
	<ul> <li>Unticked checkboxes mean this option is NOT available to your employees.</li> </ul>







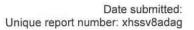
	Managers		Non-managers	
	Formal	Informal	Formal	Informal
Flexible hours of work			$\boxtimes$	
Compressed working weeks				
Time-in-lieu				
Telecommuting				
Part-time work	$\boxtimes$		$\boxtimes$	
Job sharing	$\boxtimes$		$\boxtimes$	
Carer's leave			$\boxtimes$	
Purchased leave		10 20	$\boxtimes$	
Unpaid leave	$\boxtimes$		$\boxtimes$	

		Oripaid leave				
1	14.3	You may specify why any of the above of	options are NOT a	available to your	employees.	
		<ul> <li>☐ Currently under development, please en</li> <li>☐ Insufficient resources/expertise</li> <li>☑ Not a priority</li> <li>☐ Other (provide details):</li> </ul>	nter date this is du	e to be completed		
	14.4	If your organisation would like to provid please do so below:	le additional infor	mation relating t	o gender equal	ty indicator 4,
		equality indicator 5: Con ning gender equality in th			yees on i	ssues
		equality indicator seeks information on what or ender equality in the workplace.	consultation occurs	s between employ	ers and employe	es on issues
15.	Have	you consulted with employees on issues	concerning geno	ler equality in yo	ur workplace?	
	☐ Ye	s				
	⊠ No	(you may specify why you have not consulted Not needed (provide details why):  Insufficient resources/expertise	ed with employees	on gender equalit	ty)	
		<ul> <li>Not a priority</li> <li>□ Other (provide details):</li> </ul>				
	15.3	If your organisation would like to provid	de additional info	rmation relating t	o gender equal	ity indicator 5,

#### Gender equality indicator 6: Sex-based harassment and discrimination

The prevention of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace participation. Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy and whether training of managers on SBH is in place.

Do you have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?







	⊠ Ye	s (select all applicable answers)	
		☑ Policy ☐ Strategy	
	☐ No	(you may specify why no formal policy or formal strategy is in place)	
	13.Tre16	☐ 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 discrimi policy and/or formal strategy?	nation prevention formal
		⊠ Yes	
		No (you may specify why a grievance process is not included)	d
		☐ Not a priority	
		Other (provide details):	
17.	Do yo	u provide training for all managers on sex-based harassment and discrimination	prevention?
	⊠ Ye	s - please indicate how often this training is provided:	
		At least annually	
		☐ Every one-to-two years ☐ Every three years or more	
		☐ Varies across business units	
	11	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 gen	der equality indicator 6.
		please do so below:	

#### Other

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

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





Date submitted: Unique report number: xhssv8adag

#### 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

Notification and access

1. the gender composition of your workforce overall is 78.7% females and 21.3% males.

#### Promotions

- 2. 66.7% of employees awarded promotions were women and 33.3% were men
  - i. 100.0% of all manager promotions were awarded to women
  - ii. 60.0% of all non-manager promotions were awarded to women.
- 3. 26.6% of your workforce was part-time and 0.0% of promotions were awarded to part-time employees.

#### Resignations

- 4. 68.8% of employees who resigned were women and 31.2% were men
  - 80.0% of all managers who resigned were women
  - ii. 66.7% of all non-managers who resigned were women.
- 5. 26.6% of your workforce was part-time and 21.9% of resignations were part-time employees.

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

- 0.0% of all women who utilised parental leave ceased employment before returning to work
- ii. N/A 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.

List of employee organisations:	
CEO sign off confirmation	Confirmation CEO has signed the report:
Name of GEO of equivalent.	24/5/18