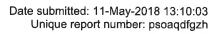




Public report

Submitted by

Legal Name: Simcoa Operations Pty Ltd







Organisation and contact details

Submitting organisation details	Legal name	Simcoa Operations Pty Ltd
	ABN	42009064653
	ANZSIC	C Manufacturing 2139 Other Basic Non-Ferrous Metal Manufacturing
	Business/trading name/s	Simcoa Operations Pty Ltd
	ASX code (if applicable)	
	Postal address	PO Box 1389 BUNBURY WA 6231 AUSTRALIA
	Organisation phone number	0897806642
Reporting structure	Number of employees covered by this report	170



Workplace profile

Manager

Manager occupational categories	Reporting layer to CEO	Complete to the test of the te			No. of employees
		Employment status	F	M	Total employees
		Full-time permanent	0	1	
		Full-time contract	0	0	0
CEO/Head of Business in Australia	•	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	1	
		Full-time contract	0	0	0
	Ţ	Part-time permanent	0	0	0
		Part-time contract	0	0	0
Key management personnel		Casual	0	0	0
		Full-time permanent	0	-	
		Full-time contract	0	0	0
	-5	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	5	9
		Full-time contract	0	0	0
Senior Managers	£-	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	1	
		Full-time contract	0	0	0
Other managers	4	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers			0	6	6 21 2



Workplace profile

Non-manager

Non-manager occupational categories	Employment status	No. of employees (exclud	excluding graduates and apprentices)	No. of graduates	s (if applicable)	No. of apprentices (if	s (if applicable)	
	chippophical space		M	Ц	Σ	ш	Σ	Total employees
	Full-time permanent	1	2	0	0	0	0	80
	Full-time contract	0	0	0	0	0	0	0
Professionals	Part-time permanent	1	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	1	25	0	0	0	0	26
	Full-time contract	0	3	0	0	0	2	5
Technicians and trade	Part-time permanent	2	0	0	0	0	0	2
7	Part-time contract	0	0	0	0	0	0	0
	Casual	1	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	3	0	0	0	0	0	3
	Full-time contract	1	0	0	0	0	0	1
Clerical and administrative	Part-time permanent	2	0	0	0	0	0	2
	Part-time contract	_	1	0	0	0	0	2
	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
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	20	0	0	0	0	20
	Full-time contract	0	0	0	0	0	0	0
Machinery operators and drivers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0



Non-manager provinctional retensities	Complete transferration	No. of employees (excludi	ng graduates and apprentices)	No. of graduate	s (if applicable)	No. of apprentices	(if applicable)	
Month in a second and in a second is a sec	Emproyment status	4	W	L	M	1	Σ	I otal employees
	Full-time permanent	1	82	0	0	0	0	83
	Full-time contract	0	4	0	0	0	0	4
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	
	Full-time contract	0	2	0	0	0	0	2
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		14	145	0	0	0	2	161





Reporting questionnaire

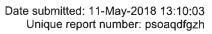
Gender equality indicator 1: Gender composition of workforce

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
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ✓ No (you may specify why no formal policy or formal strategy is in place) ✓ Currently under development, please enter date this is due to be completed ✓ Insufficient resources/expertise ✓ Not a priority
1.2	Retention
	 Yes (select all applicable answers) Policy Strategy No (you may specify why no formal policy or formal strategy is in place) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Not a priority
1.3	Performance management processes
	 Yes (select all applicable answers) □ Policy □ Strategy ☑ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority







1.4	Promotions
	 Yes (select all applicable answers) □ Policy □ Strategy □ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority
1.5	Talent identification/identification of high potentials
	 Yes (select all applicable answers) ☐ Policy ☐ Strategy ☑ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.6	Succession planning
	 Yes (select all applicable answers) □ Policy □ Strategy ☑ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority
1.7	Training and development
	 ✓ Yes (select all applicable answers) ✓ Policy ☐ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.8	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
1.9	Gender equality overall
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ✓ No (you may specify why no formal policy or formal strategy is in place) ✓ Currently under development, please enter date this is due to be completed ✓ Insufficient resources/expertise ✓ Not a priority





1.10 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	0	0	0	0
Permanent/ongoing part-time employees	0	0	0	0
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

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

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

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	0	0
Number of appointments made to NON-MANAGER roles (including promotions)	1	8

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

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

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

Gender equality indicator 2: Gender composition of governing bodies

Gender composition of governing bodies is an indicator of gender equality at the highest level of organisational leadership and decision-making. This gender equality indicator seeks information on the representation of women and men on governing bodies. The term "governing body" in relation to a relevant employer is broad and depends on the nature of your organisation. It can mean the board of directors, trustees, committee of management, council or other governing authority of the employer.

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

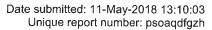




Note: If this report covers r	nore than one orgar	nisation, the questions	•	r each	
				your	
Organisation name?					
Simcoa Operations Pty Ltd					
How many Chairs on this g	overning body?				
		Female	Male		
Number	0		1		
How many other members are on this governing body (excluding the Chair/s)?					
		Female	Male		
Number	0		3		
☐ Currently under de ☐ Insufficient resource ☐ Do not have contro ☐ Board based in Ja ☐ Not a priority ☐ Other (provide deta	velopment, please er es/expertise ol over governing bod pan oils):	nter date this is due to b	e completed		
Are you reporting on any of	her organisations in	this report?			
☐ Yes ⊠ No					
Do you have a formal select organisations covered in th	ion policy and/or fo is report?	rmal selection strateg	y for governing body mem	nbers for ALL	
☐ Policy ☐ Strategy ☑ No (you may specify why r ☐ In place for some g ☐ Currently under dev ☐ Insufficient resourc ☑ Do not have contro ☐ Board based in Jap	no formal selection po overning bodies velopment, please en es/expertise I over governing body oan	ter date this is due to b	e completed		
	Note: If this report covers reportation before proceed if your organisation's gove organisation's name BUT to the companisation's name BUT to the companisation's name BUT to the companisation name? Simcoa Operations Pty Ltd How many Chairs on this governing on this governing body/body and the control of the companisations covered in the companisation covered in the	Note: If this report covers more than one organ organisation before proceeding to question 2.2 If your organisation's governing body is the sa organisation's name BUT the numerical details. Organisation name? Simcoa Operations Pty Ltd How many Chairs on this governing body? Number 0 How many other members are on this governing body? Number 0 Has a target been set to increase the represent of the process of the proce	Note: If this report covers more than one organisation, the questions organisation before proceeding to question 2.2. If your organisation's governing body is the same as your parent entorganisation's name BUT the numerical details of your parent entity' Organisation name? Simcoa Operations Pty Ltd How many Chairs on this governing body? Female Number O How many other members are on this governing body (excluding the Number O Has a target been set to increase the representation of women on this overning body/board has gender balance (e.g. 40% women/4 Currently under development, please enter date this is due to be insufficient resources/expertise Do not have control over governing body/board appointments (in Board based in Japan Not a priority Other (provide details): Are you reporting on any other organisations in this report? Yes (select all applicable answers) Policy Strategy No (you may specify why no formal selection policy or formal selection place for some governing bodies Currently under development, please enter date this is due to be laustificient resources/expertise Do not have control over governing bodies Currently under development, please enter date this is due to be laustificient resources/expertise Do not have control over governing body appointments (provide Board based in Japan Not a priority	If your organisation's governing body is the same as your parent entity's, you will need to add organisation's name BUT the numerical details of your parent entity's governing body. Organisation name? Simcoa Operations Pty Ltd How many Chairs on this governing body? Female Male Number 0 1 How many other members are on this governing body (excluding the Chair/s)? Female Male Number 0 3 Has a target been set to increase the representation of women on this governing body? Yes No (you may specify why a target has not been set) Governing body/board has gender balance (e.g. 40% women/40% men/20% either) Currently under development, please enter date this is due to be completed insufficient resources/expertise Do not have control over governing body/board appointments (provide details why): Board based in Japan Not a priority Other (provide details): Are you reporting on any other organisations in this report? Yes Select all applicable answers) Policy Strategy No (you may specify why no formal selection policy or formal selection strategy is in place) In place for some governing bodies Currently under development, please enter date this is due to be completed Insufficient resources/expertise On on thave control over governing body appointments (provide details why) Board based in Japan Not a priority	

Does your organisation operate as a partnership structure (i.e. select NO if your organisation is an "incorporated" entity - Pty Ltd, Ltd or Inc; or an "unincorporated" entity)?

2.3







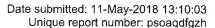
☐ Yes 図 No

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.

gende	er equality.
3.	Do you have a formal policy and/or formal strategy on remuneration generally?
	 Yes (select all applicable answers)
	3.1 Are specific gender pay equity objectives included in your formal policy and/or formal strategy?
	 Yes (provide details in question 3.2 below) No (you may specify why pay equity objectives are not included in your formal policy or formal strategy) □ Currently under development, please enter date this is due to be completed □ Salaries set by awards/industrial or workplace agreements □ Insufficient resources/expertise □ Non-award employees paid market rate □ Not a priority ☑ Other (provide details): There are no specific written objectives in the remuneration strategy. The EEO policy is an overarching policy and HR practices are to comply with EEO and Anti-Discrimination requirements.
4.	Have you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. conducted a gender pay gap analysis)?
	Yes - the most recent gender remuneration gap analysis was undertaken: Within last 12 months Within last 1-2 years More than 2 years ago but less than 4 years ago Other (provide details): No (you may specify why you have not analysed your payroll for gender remuneration gaps) Currently under development, please enter date this is due to be completed Insufficient resources/expertise 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) 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) Non-award employees paid market rate Not a priority Other (provide details):



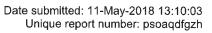




You may provide details below on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like and/or organisation-wide). 4.1 Did you take any actions as a result of your gender remuneration gap analysis? ∑ Yes – indicate what actions were taken (select all applicable answers) ☐ Created a pay equity strategy or action plan
☐ Identified cause/s of the gaps
☐ Reviewed remuneration decision-making processes Analysed commencement salaries by gender to ensure there are no pay gaps

Analysed performance ratings to ensure there is no gender bias (including unc 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 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): Made adjustments to individual salaries as necessary. ☐ No (you may specify why no actions were taken resulting from your remuneration gap analysis) ☐ No unexplainable or unjustifiable gaps identified Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise Salaries set by awards/industrial or workplace agreements Non-award employees are paid market rate Unable to address cause/s of gaps (provide details why): ☐ Not a priority Other (provide details): 4.2 If your organisation would like to provide additional information relating to gender equality indicator 3, please do so below: Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities This indicator will enable the collection and use of information from relevant employers about the availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men to combine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental to gender equality and to maximising Australia's skilled workforce. 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)

5.







	time of paid paid paid paid paid paid paid paid	by we offer paid parental leave for primary carers that is available to women ONLY (e.g. maternity leave). (Please atte 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 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) by we offer paid parental leave for primary carers that is available to men ONLY. (Please indicate how employer funded 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 employee's full salary (in addition to the government's paid scheme), regardless of the period of 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) by not available (you may specify why this leave is not provided) Currently under development, please enter date this is due to be completed
		☐ Insufficient resources/expertise☐ Government scheme is sufficient
		☑ Not a priority
		Other (provide details):
6.		ECONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the ary carer.
	wome	ou provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and en, in addition to any government funded parental leave scheme for secondary carers?
	☐ No	o, we offer paid parental leave for SECONDARY CARERS that is available to men ONLY (e.g. paternity leave) to we offer paid parental leave for SECONDARY CARERS that is available to women ONLY to (you may specify why employer funded paid parental leave for secondary carers is not paid) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Government scheme is sufficient Not a priority Other (provide details):
	6.1	How many days of EMPLOYER FUNDED parental leave is provided for SECONDARY CARERS? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of days provided to eligible employees:
		1
Sa.	If you CARE	r organisation would like to provide additional information on your paid parental leave for SECONDARY RS e.g. eligibility period, other arrangements you may have in place etc, please do so below.
	6.2	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.
		☐ <10% ☐ 10-20% ☐ 21-30% ☐ 31-40% ☐ 41-50% ☐ 51-60% ☐ 61-70% ☐ 71-80% ☐ 81-90% ☑ 91-99% ☐ 100%





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 o	Primary carer's leave		lary 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 care	Primary carer's leave		er's leave
	Female	Male	Female	Male
Non-managers	1	0	0	4

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

	Female	Male
Managers	0	0

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

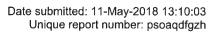
	Female	Male
Non-managers	0	0

9.	Do you have a formal police	y and/or formal strategy	on flexible working	arrangements?
----	-----------------------------	--------------------------	---------------------	---------------

X Y	es (select all applicable answers)
	Policy Policy
	☐ Strategy
□ N	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
	☐ Don't offer flexible arrangements
	☐ Not a priority
	Other (provide details):

10. Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?

\boxtimes	☑ Yes (select all applicable answers)				
	Policy				
	☐ Strategy				
	☐ No (you may specify why no formal policy or	formal str	ategy is i	n place)	
	 Currently under development, please 	enter dat	e this is c	lue to be co	mpleted
	☐ Insufficient resources/expertise				
	Included in award/industrial or workpl	ace agree	ement		
	☐ Not a priority	3			







		☐ Other (provide details):
11.		ou offer any other support mechanisms, other than leave, for employees with family or caring responsibilities employer-subsidised childcare, breastfeeding facilities)?
	⊠ Ye □ No	o (you may specify why non-leave based measures are not in place) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Not a priority Other (provide details):
	11.1	Please select what support mechanisms are in place and if they are available at all worksites. • Where only one worksite exists, for example a head-office, select "Available at all worksites".
		Employer subsidised childcare
	11.2	Please provide details of any other support mechanisms, other than leave, that are in place for employees with family or caring responsibilities, and whether they are available at all worksites.

Working from home as part of part-time working arrangements. Only available at one site at this point in time.

2.5	
sustrallan Government	Workplace Gender Equality Agency

12.	Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?
	☐ Yes (select all applicable answers) ☐ Policy
	☐ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed
	 ☐ Insufficient resources/expertise ☐ Included in award/industrial or workplace agreements ☐ Not aware of the need ☑ Not a priority
	Other (please provide details):
13.	Other than a formal policy and/or formal strategy, do you have any support mechanisms in place to support employees who are experiencing family or domestic violence?
	☐ Yes (select all applicable answers)
	⊠ Employee assistance program (including access to a psychologist, chaplain or counsellor) □ Training of key personnel □
	A domestic violence clause is in an enterprise agreement or workplace agreement
	 ☐ Workplace safety planning ☐ Access to paid domestic violence leave (contained in an enterprise/workplace agreement)
	 Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement) Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)
	 ☐ 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):
	Access to paid leave 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-lleu
	 telecommuting part-time work
	job sharing
	 carer's leave purchased leave
	• unpaid leave.
	Options may be offered both formally and/or informally. For example, if time-in-lieu is available to women formally but to men informally, you would select NO.
	 ✓ 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.
	25
	 Which options from the list below are available? Please tick the related checkboxes. Unticked checkboxes mean this option is NOT available to your employees.





			Mar	nagers	Non-m	nanagers
			Formal	Informal	Formal	Informal
		Flexible hours of work		\boxtimes		\boxtimes
		Compressed working weeks		\boxtimes	\boxtimes	\boxtimes
		Time-in-lieu	\boxtimes	\boxtimes	\boxtimes	\boxtimes
		Telecommuting	\boxtimes	\boxtimes	\boxtimes	\boxtimes
		Part-time work				
		Job sharing				
		Carer's leave	\boxtimes		\boxtimes	
		Purchased leave				
		Unpaid leave	\boxtimes			
	44.4	☐ Currently under development, pleas ☐ Insufficient resources/expertise ☑ Not a priority ☐ Other (provide details):		,		
	14.4	If your organisation would like to pro please do so below:	ovide additional inform	nation relating t	o gender equa	ility indicator 4
This g	jender e	ning gender equality in	the workplace	9		
		equality indicator seeks information on whender equality in the workplace.	nat consultation occurs t	oetween employ	ers and employ	rees on issues
15.	Have			, -		
15.	⊠ Ye	ender equality in the workplace. you consulted with employees on issu	ues concerning gende	r equality in you	ur workplace?	
15.	⊠ Ye	you consulted with employees on issues (you may specify why you have not consulted (provide details why): Insufficient resources/expertise Not a priority	ues concerning gender sulted with employees o	r equality in yo u	u r workplace? y)	





	17.1	If your organisation would like to provide additional information relating to gender equality indicator 6, please do so below:		
	□ No	 At least annually Every one-to-two years Every three years or more Varies across business units Other (provide details): (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): 		
	⊠ Yes	s - please indicate how often this training is provided: At induction At least annually		
17.	Do you provide training for all managers on sex-based harassment and discrimination prevention?			
	16.1	Do you include a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy? ☐ Yes ☐ No (you may specify why a grievance process is not included) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details):		
		s (select all applicable answers) Policy Strategy (you may specify why no formal policy or formal strategy is in place) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Included in award/industrial or workplace agreement Not a priority Other (provide details):		
16.	Do yo	ou have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?		
partic	ipation.	on of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strateg training of managers on SBH is in place.		
Ge	nder	equality indicator 6: Sex-based harassment and discrimination		
	15.3	If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.		
		 ☐ 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): 		





Other

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

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





Gender composition proportions in your workplace

Important notes:

- 1. Proportions are based on the data contained in your workplace profile and reporting questionnaire.
- Some proportion calculations will not display until you press Submit at step 6 on the reporting page in the portal. When your CEO signs off the report prior to it being submitted, it is on the basis that the proportions will only reflect the data contained in the report.
- 3. If any changes are made to your report after it has been submitted, the proportions calculations will be refreshed and reflect the changes after you have pressed **Re-submit** at step 6 on the reporting page.

Based upon your workplace profile and reporting questionnaire responses:

Gender composition of workforce

1. the gender composition of your workforce overall is 8.2% females and 91.8% males.

Promotions

- 2. 0.0% of employees awarded promotions were women and 0.0% were men
 - i. 0.0% of all manager promotions were awarded to women
 - ii. 0.0% of all non-manager promotions were awarded to women.
- 3. 4.1% of your workforce was part-time and 0.0% of promotions were awarded to part-time employees.

Resignations

- 4. 0.0% of employees who resigned were women and 100.0% were men
 - i. 0.0% of all managers who resigned were women
 - ii. 0.0% of all non-managers who resigned were women.
- 5. 4.1% of your workforce was part-time and 0.0% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

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

Notification and access

List of employee organisations:					
AMWU					

CEO sign off confirmation

Name of CEO or equivalent:	Confirmation CEO has signed the report:
David Miles	
CEO signature:	Date: 18 May 2018

So per to