



Public report

2018-19

Submitted by

Legal Name:

The Law Society Of New South Wales





Organisation and contact details

Submitting organisation details	Legal name	The Law Society Of New South Wales		
	ABN	98696304966		
	ANZSIC	S Other Services 9551 Business and Professional Association Services		
	Business/trading name/s	The Law Society of New South Wales		
	ASX code (if applicable)			
	Postal address	170 Phillip Street SYDNEY NSW 2000 AUSTRALIA		
	Organisation phone number	(02) 9926 0333		
Reporting structure	Number of employees covered by this report	178		



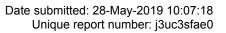


Workplace profile

Manager

Managarasamatianal actagaria	Deposition level to CEO	Franks, was not status		No. of employees			
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees		
		Full-time permanent	0	0	0		
		Full-time contract	0	1	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	0	0	0		
		Full-time contract	1	1	2		
Key management personnel	-1	Part-time permanent	1	0	1		
		Part-time contract	0	0	0		
		Casual	0	0	0		
	-2	Full-time permanent	1	1	2		
		Full-time contract	1	0	1		
Other executives/General managers		Part-time permanent	0	0	0		
-		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	8	1	9		
		Full-time contract	0	1	1		
Senior Managers	-3	Part-time permanent	1	0	1		
-		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	8	9	17		
		Full-time contract	0	0	0		
Other managers	-4	Part-time permanent	2	0	2		
-		Part-time contract	0	1	1		
		Casual	0	0	0		
Grand total: all managers			23	15	38		

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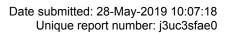


Workplace profile

Non-manager

Non manager equipational estagaries	Employment status	No. of employees (excluding	graduates and apprentices)	No. of graduates (if applicable)		No. of apprentices (if applicable)		Total employees
Non-manager occupational categories	Employment status	F	M	F	М	F	M	Total employees
	Full-time permanent	27	24	0	0	0	0	51
	Full-time contract	0	1	0	0	0	0	1
Professionals	Part-time permanent	15	2	0	0	0	0	17
	Part-time contract	2	2	0	0	0	0	4
	Casual	0	0	0	0	0	0	0
	Full-time permanent	1	2	0	0	0	0	3
	Full-time contract	0	0	0	0	0	0	0
Technicians and trade	Part-time permanent	0	1	0	0	0	0	1
	Part-time contract	0	0	0	0	0	0	0
	Casual	1	0	0	0	0	0	1
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Community and personal service	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	34	8	0	0	0	0	42
	Full-time contract	3	1	0	0	0	0	4
Clerical and administrative	Part-time permanent	12	0	0	0	0	0	12
	Part-time contract	0	1	0	0	0	0	1
	Casual	3	0	0	0	0	0	3
	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	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

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Non manager equipational estageries	Employment status	No. of employees (excluding	graduates and apprentices)	No. of graduates (if applicable)		No. of apprentices (if applicable)		Total ampleyees
Non-manager occupational categories	Employment status	F	M	F	M	F	М	Total 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		98	42	0	0	0	0	140

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Reporting questionnaire

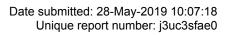
Gender equality indicator 1: Gender composition of workforce

This indicator seeks information about the gender composition of relevant employers in a standardised format, to enable the aggregation of data across and within industries. The aggregated data in your workplace profile assists relevant employers in understanding the characteristics of their workforce, including in relation to occupational segregation, the position of women and men in management within their industry or sector, and patterns of potentially insecure employment.

NB. IMPORTANT:

- References to the Act mean the Workplace Gender Equality Act 2012.
- A formal 'policy' and/or 'formal strategy' in this questionnaire refers to formal policies and/or strategies that are either standalone or contained within another formal policy/formal strategy.
- Data provided in this reporting questionnaire covers the TOTAL reporting period from 1 April 2018 to 31 March 2019. (This differs from the workplace profile data which is taken at a point-in-time during the reporting period).
- Answers need to reflect ALL organisations covered in this report.
- If you select "NO, Insufficient resources/expertise" to any option, this may cover human or financial resources.
- 1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

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







1.4	Promotions
	 ✓ 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	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	1	0	3	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)	6	4
Number of appointments made to NON-MANAGER roles (including promotions)	43	13

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

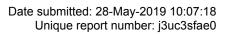
	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	0	4	15	4
Permanent/ongoing part-time employees	1	0	7	1
Fixed-term contract full-time employees	2	0	1	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	2	0

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

Gender equality indicator 2: Gender composition of governing bodies

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

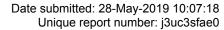
2. The organisation(s) you are reporting on will have a governing body. In the Act, governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer". This question relates to the highest governing body for your Australian entity,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







2.1	Please answer the following questions relating to each governing body covered in this report. Note: If this report covers more than one organisation, the questions below will be repeated for each organisation before proceeding to question 2.2.					
	If your organisation's governing boo	uestion 2.2. dy is the same as your parent entity's, ical details of your parent entity's gov				
2.1a.1	Organisation name?					
	The Law Society of New South Wales					
2.1b.1	How many Chairs on this governing	body?				
		Female	Male			
	Number	1	0			
2.1c.1	How many other members are on thi	is governing body (excluding the Chai	ir/s)?			
		Female	Male			
	Number	9	11			
	Currently under developmer Insufficient resources/expert Do not have control over god Not a priority Other (provide details): Are you reporting on any other orgat Yes No	gender balance (e.g. 40% women/40% m ht, please enter date this is due to be con tise verning body/board appointments (provid nisations in this report?	npleted de details why):			
2.2	Do you have a formal selection policorganisations covered in this report Yes (select all applicable answers) Policy	cy and/or formal selection strategy for ?	governing body members for ALL			
	 ☑ Strategy ☐ No (you may specify why no formal ☐ In place for some governing ☐ Currently under developmer ☐ Insufficient resources/expert 	nt, please enter date this is due to be con	npleted			
2.3		n partnership structure (i.e. select NO i or Inc; or an "unincorporated" entity)?				
	☐ Yes ☑ No					





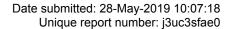


2.5 If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.

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.

⊠ Ye	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
	☐ Salaries set by awards/industrial or workplace agreements ☐ Non-award employees paid market rate
	☐ Not a priority
	Other (provide details):
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):
3.2	Does your formal policy and/or formal strategy include any of the following gender pay equity objectives (select all applicable answers)?
	☑ 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 (provide details):
Have	you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e.
	ucted a gender pay gap analysis)?
⊠ Ye	s - the most recent gender remuneration gap analysis was undertaken:
	☐ More than 2 years ago but less than 4 years ago
	Other (provide details):
∐ No	o (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



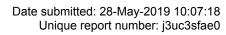




qualific IS roor	Salaries for ALL employees (including managers) are set by awards or industrial agreements AND there is no or discretion in pay changes (for example because pay increases occur only when there is a change in tenure or cations) Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there in for discretion in pay changes (because pay increases can occur with some discretion such as performance sments) Non-award employees paid market rate Not a priority Other (provide details):
4.01	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 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) 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 (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): No further action was required due to there being no concerns with a gender based pay gap.
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.





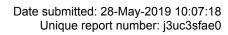


	ou provide EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for women AN
men,	in addition to any government funded parental leave scheme for primary carers?
time of indications of time of paid	es. (Please indicate how employer funded paid parental leave is provided to the primary 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 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 women ONLY (e.g. maternity leave). (Please attention to 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 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 further 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 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	o, 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):
	amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of weeks provided to eligible employees:
	8
care	r organisation would like to provide additional information on your paid parental leave for primary
	s e.g. eligibility period, where applicable the maximum number of weeks provided, and other gements you may have in place, please do so below.
E 2	gements you may have in place, please do so below.
5.2	gements you may have in place, please do so below.
5.2	gements you may have in place, please do so below. What proportion of your total workforce has access to employer funded paid parental leave for PRIMAR CARERS?
5.2	What proportion of your total workforce has access to employer funded paid parental leave for PRIMAR CARERS? In your calculation, you MUST INCLUDE CASUALS when working out the proportion.
5.2	What proportion of your total workforce has access to employer funded paid parental leave for PRIMAR CARERS? In your calculation, you MUST INCLUDE CASUALS when working out the proportion. <10%





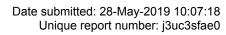
		LOYER FUN to any govern							s available for m s?
□ No, w ⊠ No (yo □ □ □	re offer paid p ou may speci ☐ Currently u ☐ Insufficient	parental leave ify why emplo nder developi resources/ex nt scheme is s ty	for SECON yer funded ment, pleas pertise	IDARY CAF paid parent	RERS to	nat is ava	ilable to wor indary carers	nen ONLÌ	
		RS have take arental leave					g period (pa	aid and/o	r unpaid)? Includ
		Pri	mary carer'	s leave			Seconda	y carer's	leave
		Fema	ale	Male			Female		Male
Manager	's	2		0		0		1	
		RS, during t	he reportin	g period, c	eased	employn	nent before	returning	
eave, re Ir Innual le	egardless of nolude those eave or any	when the lea where parer other paid or	ive comme ntal leave v r unpaid lea	nced? vas taken o ave is also	continu taken a	at that tir	ne.	_	pe. For example
eave, re Ir annual le 'C	egardless of nclude those eave or any Ceased empl	when the lea where parer other paid or	ive comme ntal leave v r unpaid lea ans anyone	nced? vas taken d ave is also who has d	continu taken a	at that tir	ne.	_	pe. For example
eave, re Ir annual le	egardless of nclude those eave or any Ceased empl ions, redund	when the lea where parer other paid or loyment' mea	ive comme ntal leave v r unpaid lea ans anyone	nced? vas taken d ave is also who has d	continu taken exited t	at that tir	ne.	_	g to work from pa pe. For example reason, includir
eave, re Internation of the second of the se	egardless of nclude those eave or any Ceased empl ions, redund 'S low many NC arental leave Include there annual 'Cease	when the lease where parer other paid or loyment' meadancies and of the parer of th	RS, during of when the parental leave were unpaid leave ans anyone dismissals. RS, during of when the parental of when the parental of the paid ant' means	nced? vas taken cave is also e who has continued. the report ne leave continued leave was dor unpaid anyone who	eontinu taken a exited t Fe ing per mmen taken d	male male mod, ceased? continuo	ne. nisation for sed employ usly with ar aken at that	whatever 0 ment befing other I time.	pe. For example
eave, re Ir Innual Id (C esignat Manager 3.1 H p • w	egardless of nclude those eave or any Ceased empl ions, redund 'S low many NC arental leave Include there annual 'Cease	when the lease where parer other paid or loyment' meadancies and of the parer of th	RS, during of when the parental leave were unpaid leave ans anyone dismissals. RS, during of when the parental of when the parental of the paid ant' means	nced? vas taken cave is also e who has continued. the report ne leave continued leave was dor unpaid anyone who	eontinu taken a exited t Fe ing per mmen taken d	male male mod, ceased? continuo	ne. nisation for sed employ usly with ar aken at that	whatever 0 ment befing other I time.	pe. For example reason, including Male ore returning to eave type. For example or exampl







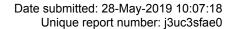
	 No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Don't offer flexible arrangements ☐ Not a priority ☐ Other (provide details):
	9.1 You may indicate which of the following are included in your flexible working arrangements strategy:
	 A business case for flexibility has been established and endorsed at the leadership level Leaders are visible role models of flexible working Flexible working is promoted throughout the organisation Targets have been set for engagement in flexible work Targets have been set for men's engagement in flexible work Leaders are held accountable for improving workplace flexibility Manager training on flexible working is provided throughout the organisation Employee training is provided throughout the organisation Team-based training is provided throughout the organisation Employees are surveyed on whether they have sufficient flexibility The organisation's approach to flexibility is integrated into client conversations The impact of flexibility is evaluated (eg reduced absenteeism, increased employee engagement) Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body
0.	Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?
	 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 agreement □ Not a priority □ Other (provide details):
1.	Do you offer any other support mechanisms, other than leave, for employees with family or caring responsibilities (eg, employer-subsidised childcare, breastfeeding facilities)?
	 Yes No (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):
	 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 ☐ Available at some worksites only ☐ Available at all worksites ☑ Breastfeeding facilities ☐ Available at some worksites only ☑ Available at all worksites ☑ Childcare referral services ☐ Available at some worksites only ☑ Available at 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 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 ☐ Coopling for ampleyees on returning to work from percental leave
	 ☐ 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 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) ☐ 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):





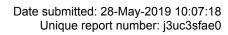
14.



□No	(you may specify why no other support mechani Currently under development, please enter of Insufficient resources/expertise Not aware of the need Not a priority Other (provide details):				
AND I	e any of the following options are available in men? flexible hours of work compressed working weeks time-in-lieu telecommuting part-time work job sharing carer's leave purchased leave unpaid leave. ns may be offered both formally and/or inform kample, if time-in-lieu is available to women for	nally.			
	s, the option/s in place are available to both wome, some/all options are not available to both wome Which options from the list below are availal	en AND men.	ck the related ch	neckboxes.	
	Unticked checkboxes mean this optic		lable to your en		anagers
		Formal	Informal	Formal	Informal
	Flexible hours of work	\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \		\ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	
	Compressed working weeks				
	Time-in-lieu				
	Telecommuting				\boxtimes
	Part-time work				
	Job sharing	\boxtimes			
	Carer's leave				
	Purchased leave				
	Unpaid leave	\boxtimes		\boxtimes	
14.3	You may specify why any of the above optio Currently under development, please enter of Insufficient resources/expertise Not a priority Other (provide details):		-		

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

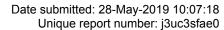
This gender equality indicator seeks information on what consultation occurs between employers and employees on issues concerning gender equality in the workplace.







15.	Have	you consulted with employees on issues concerning gender equality in your workplace?
	⊠ Ye □ No	(you may specify why you have not consulted with employees on gender equality) Not needed (provide details why): Insufficient resources/expertise Not a priority Other (provide details):
	15.1	How did you consult with employees on issues concerning gender equality in your workplace?
		 Survey Consultative committee or group Focus groups Exit interviews Performance discussions Other (provide details):
	15.2	Who did you consult?
		 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	If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.
The p	reventic pation.	equality indicator 6: Sex-based harassment and discrimination 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 strategy raining of managers on SBH is in place.
16.	Do yo	u have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?
		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):
	16.1	Do you include a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?





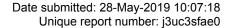


		 Yes No (you may specify why a grievance process is not included) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details):
17.	Do you	u provide training for all managers on sex-based harassment and discrimination prevention?
		s - please indicate how often this training is provided: At induction At least annually Every one-to-two years Every three years or more Varies across business units Other (provide details): (you may specify why this training is not provided) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Not a priority Other (provide details):
	17.1	If your organisation would like to provide additional information relating to gender equality indicator 6, please do so below:

Other

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

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







Gender composition proportions in your workplace

Important notes:

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

Based upon your workplace profile and reporting questionnaire responses:

Gender composition of workforce

1. the gender composition of your workforce overall is 68.0% females and 32.0% males.

Promotions

- 2. 100.0% of employees awarded promotions were women and 0.0% were men
 - i. 100.0% of all manager promotions were awarded to women
 - ii. 100.0% of all non-manager promotions were awarded to women.
- 3. 22.5% of your workforce was part-time and 0.0% of promotions were awarded to part-time employees.

Resignations

- 4. 75.7% of employees who resigned were women and 24.3% were men
 - 42.9% of all managers who resigned were women
 - ii. 83.3% of all non-managers who resigned were women.
- 5. 22.5% of your workforce was part-time and 24.3% 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.

List of employee organisations:	
	Confirmation CEO has signed the report:
CEO sign off confirmation Name of CEO or equivalent: Michael Tidball	Confirmation CEO has signed the report: