



Public report

2019-20

Submitted by

Legal Name:

Inghams Enterprises Pty. Limited





Organisation and contact details

Submitting organisation details	Legal name	Inghams Enterprises Pty. Limited		
	ABN	20008447345		
	ANZSIC	C Manufacturing 1112 Poultry Processing Inghams Enterprises Pty Limited (Parent Entity Inghams Group Limited) ING Locked Bag 2039		
	Business/trading name/s			
	ASX code (if applicable)			
	Postal address			
		NORTH RYDE NSW 1670		
		AUSTRALIA		
	Organisation phone number	02 9826 4479		
Reporting structure	Ultimate parent	Inghams Group Limited		
	Number of employees covered by this report	6,193		

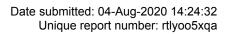




Workplace profile

Manager

Manager securational estamation	Deposition level to CEO	Familia ima ant atatua		No. of employees			
Manager occupational categories	Reporting level to CEO	Employment status	F	M	Total employees		
		Full-time permanent	0	1	1		
		Full-time contract	0	0	0		
CEO/Head of Business in Australia	0	Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	0	1	1		
		Full-time contract	0	0	0		
Key management personnel	-1	Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
		Casual	0	0	0		
Other executives/General managers		Full-time permanent	2	6	8		
	-1	Full-time contract	0	0	0		
		Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	10	21	31		
		Full-time contract	0	1	1		
Senior Managers	-2	Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
		Casual	0	0	0		
		Full-time permanent	0	5	5		
		Full-time contract	0	0	0		
	-2	Part-time permanent	0	0	0		
		Part-time contract	0	0	0		
Oth or more one		Casual	0	0	0		
Other managers		Full-time permanent	9	66	75		
		Full-time contract	0	0	0		
	-3	Part-time permanent	0	2	2		
		Part-time contract	0	0	0		
		Casual	0	0	0		







Managar acquirational actagarica	Departing level to CEO	Employment status		No. of employees			
Manager occupational categories	Reporting level to CEO	Reporting level to CEO Employment status		М	Total employees		
		Full-time permanent	9	35	44		
		Full-time contract	0	0	0		
	-4	Part-time permanent	0	2	2		
		Part-time contract	0	0	0		
		Casual	0	0	0		
Grand total: all managers			30	140	170		

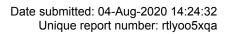




Workplace profile

Non-manager

Non manager appunational actogories	Employment status	No. of employees (excluding	graduates and apprentices)	No. of graduate	s (if applicable)	No. of apprentic	Tatal ameniavasa	
Non-manager occupational categories		F	M	F	М	F	M	Total employees
	Full-time permanent	123	219	0	0	0	0	342
	Full-time contract	3	0	0	0	0	0	3
Professionals	Part-time permanent	7	9	0	0	0	0	16
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	2	0	0	0	0	2
	Full-time permanent	16	191	0	0	0	6	213
	Full-time contract	0	1	0	0	0	0	1
Technicians and trade	Part-time permanent	2	2	0	0	0	0	4
	Part-time contract	0	0	0	0	0	0	0
	Casual	1	6	0	0	0	0	7
	Full-time permanent	0	8	0	0	0	0	8
	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	44	19	0	0	0	0	63
	Full-time contract	0	0	0	0	0	0	0
Clerical and administrative	Part-time permanent	10	1	0	0	0	0	11
	Part-time contract	0	0	0	0	0	0	0
	Casual	5	3	0	0	0	0	8
	Full-time permanent	5	17	0	0	0	0	22
	Full-time contract	0	0	0	0	0	0	0
Sales	Part-time permanent	1	0	0	0	0	0	1
	Part-time contract	0	0	0	0	0	0	0
	Casual	10	1	0	0	0	0	11
	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







Non manager equipational estageries	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	М	Total employees
	Full-time permanent	1,310	1,979	0	0	0	0	3,289
	Full-time contract	0	0	0	0	0	0	0
Labourers	Part-time permanent	108	112	0	0	0	0	220
	Part-time contract	0	0	0	0	0	0	0
	Casual	674	1,128	0	0	0	0	1,802
	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		2,319	3,698	0	0	0	6	6,023





Reporting questionnaire

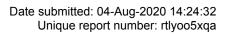
Gender equality indicator 1: Gender composition of workforce

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 2019 to 31 March 2020. (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	10	9	16	21
Permanent/ongoing part-time employees	1	0	0	0
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

1.11 How many appointments in total were made to manager and non-manager roles (based on WGEA-defined managers/non-managers) during the reporting period (add the number of external appointments and internal promotions together)?

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	17	44
Number of appointments made to NON-MANAGER roles (including promotions)	843	1919

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	9	26	112	181
Permanent/ongoing part-time employees	0	0	18	26
Fixed-term contract full-time employees	0	0	0	1
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	212	421

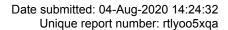
1.13 If your organisation would like to provide additional information relating to gender equality indicator 1, please do so below.

Ingham's does not have a HRIS which makes it difficult to track promotions throughout the reporting period. Data provided on promotions only include manually recorded promotions.

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.



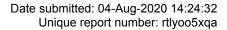




Note: If this report covers more than one organisation, the questions below will be repeated for each organisation before proceeding to question 2.2.

If your organisation's governing body is the same as your parent entity's, you will need to add your organisation's name BUT the numerical details of your parent entity's governing body.

2.1a.1	Organisation name?						
	Inghams Enterprises Limited						
2.1b.1	2.1b.1 What gender is the Chair on this governing body (if the role of the Chair rotates, enter the gender of Chair at your last meeting)?						
		Female	Male				
	Number	0	1				
2.1c.1	How many other members are on this	governing body (excluding the Chair/s	s)?				
		Female	Male				
	Number	3	3				
2.1d.1	Has a target been set to increase the re ☐ Yes ☐ No (you may specify why a target has ☐ Governing body/board has gen	-					
	☐ Currently under development, ☐ Insufficient resources/expertise	please enter date this is due to be compl	eted				
2.1g.1	Are you reporting on any other organis	sations in this report?					
	☐ Yes ⊠ No						
2.2	Do you have a formal selection policy organisations covered in this report?	and/or formal selection strategy for go	overning body members for ALI				
	✓ Yes (select all applicable answers)✓ Policy✓ Strategy						
	No (you may specify why no formal se☐ In place for some governing both		is in place)				
		please enter date this is due to be compl	eted				
		rning body appointments (provide details	why)				
2.3	Does your organisation operate as a particle of the component of the compo		our 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.	Do yo	u have a formal policy and/or formal strategy on remuneration generally?
	⊠ Ye	s (select all applicable answers)
	□ No	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 □ 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):
4.		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: 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
		for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or cations)





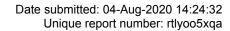
	☐ Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there in for discretion in pay changes (because pay increases can occur with some discretion such as performance sments) ☐ Non-award employees paid market rate ☐ Not a priority ☐ Other (provide details):
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?
	□ 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 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): □ 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
4.2	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): 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.

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?





5a.

6.



time of indications of time of paid p	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 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) o, we offer paid parental leave for primary carers that is available to women ONLY (e.g. maternity leave). (Please ate 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) o, 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 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) 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):
5.1	How many weeks of EMPLOYER FUNDED paid parental leave for primary carers is provided? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of weeks provided to eligible employees:
	8
carer arran	ur organisation would like to provide additional information on your paid parental leave for primary rs e.g. eligibility period, where applicable the maximum number of weeks provided, and other ngements you may have in place, please do so below. dition to the company paid parental leave of 8 weeks for primary caregivers, Ingham's pays the rannuation of 9.5% to primary caregiver's for the remainder of their parental leave.
5.2	What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY CARERS? In your calculation, you MUST INCLUDE CASUALS when working out the proportion.
	☐ <10% ☐ 10-20% ☐ 21-30% ☐ 31-40% ☐ 41-50% ☐ 51-60% ☐ 61-70% ☐ 71-80% ☐ 81-90% ☐ 91-99% ☑ 100%
5.3	Please indicate whether your employer funded paid parental leave for primary carers covers:
	ECONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the ary carer.



6a.

7.



		PLOYER FUNDED paid to any government fu			RS that is available for men and ary carers?
☐ No	o, we offer paid o, we offer paid o (you may spec ☐ Currently t ☐ Insufficien	parental leave for SECC cify why employer funder under development, ple t resources/expertise ent scheme is sufficient rity	ONDARY CARERS ed paid parental lea	that is available to worve for secondary carers	
6.1		eave are provided (e.g			CONDARY CARERS? If different MINIMUM number of days provided
	5				
		would like to provide ility period, other arra			rental leave for SECONDARY ease do so below.
6.2	CARERS? In you <10 100 21 31 41 51 61 71 81	ur calculation, you MU 0% -20% -30% -40% -50% -60% -70% -80% -90%			aid parental leave for SECONDAR' out the proportion.
6.3	Please indica	ate whether your emp	loyer funded paid	parental leave for sec	ondary carers covers:
		,			
		ERS have taken paren parental leave, regardl			aid and/or unpaid)? Include
		Primary care	er's leave Male	Secondar Female	y carer's leave Male
Mana	gers	4	0	0	3
iviaria	.90.0	1.	•	•	

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 carer's leave		Secondary carer's leave		
	Female	Male	Female	Male	
Non-managers	165	0	0	18	

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

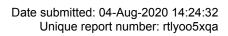
- Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
- 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies 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

).	Do you have a formal policy and/or formal strategy on flexible working arrangements?
	 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 □ Don't offer flexible arrangements □ Not a priority □ Other (provide details):
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
☐ Available at all worksites ☐ Breastfeeding facilities
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 lea
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
☐ 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
☐ 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
Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domest violence?
M Voc (coloct all applicable applyors)
✓ 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):
Cities (piecese provide detailo).
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)

12.

13.



14.



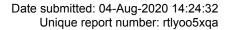
Employee assistance program (including access to a psychologist, chapiain or counsellor)
☐ Training of key personnel
☐ A domestic violence clause is in an enterprise agreement or workplace agreement
☐ Workplace safety planning
Access to paid domestic violence leave (contained in an enterprise/workplace 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
oxtimes 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):
Where any of the following options are available in your workplace, are those option/s available to both wome
AND men?
flexible hours of work
compressed working weeks
time-in-lieu
• 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.
M Vac the entire /s in place are sucilable to both warmen and man
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.

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

14.3	You may specify why any of the above options are NOT available to your employees.
	☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise







☐ Not a priority	
Other (provide deta	ails):
We have a formal	policy in place

14.4 If your organisation would like to provide additional information relating to gender equality indicator 4, please do so below:

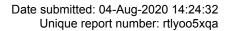
Gender equality indicator 5: Consultation with employees on issues concerning gender equality in the workplace

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

15.	Have	Have you consulted with employees on issues concerning gender equality in your workplace?		
	⊠ Ye □ No	s (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.		

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.







16.	Do you have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?	
	⊠ Yes	s (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):
	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 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:
Oth	er	
18.		organisation has introduced any outstanding initiatives that have resulted in improved gender equality in vorkplace, please tell us about them.
	(As wi	th all questions in this questionnaire, information you provide here will appear in your public report.)
	We are	e working on implementing gender based targets into our recruitment process.





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 37.9% females and 62.1% males.

Promotions

- 2. 47.4% of employees awarded promotions were women and 52.6% were men
 - i. 55.0% of all manager promotions were awarded to women
 - ii. 43.2% of all non-manager promotions were awarded to women.
- 3. 4.1% of your workforce was part-time and 1.8% of promotions were awarded to part-time employees.

Resignations

- 4. 34.9% of employees who resigned were women and 65.1% were men
 - i. 25.7% of all managers who resigned were women
 - ii. 35.2% of all non-managers who resigned were women.
- 5. 4.1% of your workforce was part-time and 4.4% 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: Inghaam's Group Ltd CEO sign off confirmation Name of CEO or equivalent: Jim Leighton CEO signature: Date: