



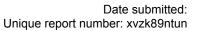
Public report

2019-20

Submitted by

Legal Name: BHP Group Limited









Organisation and contact details

Submitting organisation details	Legal name	BHP Group Limited		
	ABN	49004028077		
	ANZSIC	B Mining 1090 Other Mining Support Services		
	Business/trading name/s	BHP		
	ASX code (if applicable)	ВНР		
	Postal address	GPO Box 86A		
		MELBOURNE VIC 3000		
		AUSTRALIA		
	Organisation phone number	1 300 554 757		
Reporting structure	Ultimate parent	BHP Group Limited		
	Number of employees covered by this report	761		





Workplace profile

Manager

Manager equipational actogories	Deporting level to CEO	Employment status		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	1	4	5
		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
	-2	Full-time permanent	5	15	20
		Full-time contract	0	0	0
Other executives/General managers		Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	66	87	153
		Full-time contract	0	2	2
Senior Managers	-3	Part-time permanent	1	0	1
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	36	44	80
		Full-time contract	1	1	2
Other managers	-4	Part-time permanent	3	0	3
		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers			113	154	267

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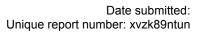


Workplace profile

Non-manager

Non manager accumational actogories	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	М	F	M	Total employees
	Full-time permanent	203	182	2	3	0	0	390
	Full-time contract	12	8	0	0	0	0	20
Professionals	Part-time permanent	49	2	0	1	0	0	52
	Part-time contract	1	0	0	0	0	0	1
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Technicians and trade	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Community and personal service	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	22	2	0	0	0	0	24
	Full-time contract	1	1	0	0	0	0	2
Clerical and administrative	Part-time permanent	4	1	0	0	0	0	5
	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
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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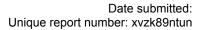






Non manager assumptional estageries	Employment status	No. of employees (excluding	graduates and apprentices)	No. of graduates (if applicable)		No. of apprentices (if applicable)		Total ampleyage
Non-manager occupational categories	Employment status	F	M	F	М	F	М	Total employees
	Full-time permanent	0	0	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		292	196	2	4	0	0	494

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Reporting questionnaire

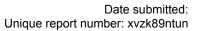
Gender equality indicator 1: Gender composition of workforce

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 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
	 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
	 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
	 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	15	22	31	14
Permanent/ongoing part-time employees	0	0	3	0
Fixed-term contract full-time employees	0	0	2	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)	69	90
Number of appointments made to NON-MANAGER roles (including promotions)	189	145

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	1	2	5	13
Permanent/ongoing part-time employees	0	0	3	1
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

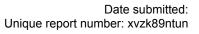
1.13 If your organisation would like to provide additional information relating to gender equality indicator 1, please do so below.

In October 2016 BHP announced an aspirational goal to achieve gender balance globally by 2025. The global Inclusion & Diversity Council, chaired by the CEO, has identified the following four strategic priorities to enable the goal:

- · Embedding flexibility in the way we work;
- · Enabling our supply chain partners to support our commitment to inclusion and diversity;
- Uncovering and taking steps to mitigate potential bias in our behaviours, systems, policies and processes;
- Ensuring our brand and industry are attractive to a diverse range of people.

Gender equality indicator 2: Gender composition of governing bodies

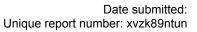
Gender composition of governing bodies is an indicator of gender equality at the highest level of organisational leadership and decision-making. This gender equality indicator seeks information on the representation of women and men on governing bodies. The term "governing body" in relation to a relevant 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.







quoot		on will have a governing body. In the e of management, council or other go ing body for your Australian entity, ev	verning authority of the employer
2.1	Please answer the following qu	estions relating to each governing bo	dy covered in this report.
	Note: If this report covers more organisation before proceeding	e than one organisation, the questions g to question 2.2.	below will be repeated for each
		g body is the same as your parent ent umerical details of your parent entity's	
2.1a.1	Organisation name?		
	BHP Group Limited		
2.1c.1	Number How many other members are	Female 0 on this governing body (excluding the	Male 1 Chair/s)?
		Female	Male
	Number	3	c
2 1 4 4	Has a target been set to increase		6 coverning body?
	☐ Yes ☐ No (you may specify why a tan ☐ Governing body/board ☐ Currently under develor ☐ Insufficient resources/or ☐ Do not have control ov ☐ Not a priority ☐ Other (provide details) ☐ Part of the Board's rol ☐ financial year and to a ☐ BHP has an aspiration ☐ In this context, Board Are you reporting on any other	rget has not been set) has gender balance (e.g. 40% women/4) poment, please enter date this is due to be expertise er governing body/board appointments (p : e is to consider and approve measurable issess annually both the objectives and on to achieve gender balance across our w diversity, in terms of gender, background	s governing body? 0% men/20% either) e completed provide details why): e objectives for workforce diversity each progress in achieving those objective or and on our Board – by F
	☐ Yes ☐ No (you may specify why a tai ☐ Governing body/board ☐ Currently under develor ☐ Insufficient resources/or ☐ Do not have control ov ☐ Not a priority ☐ Other (provide details) ☐ Part of the Board's role financial year and to a BHP has an aspiration In this context, Board Are you reporting on any other ☐ Yes ☐ No Do you have a formal selection	rget has not been set) has gender balance (e.g. 40% women/4) popment, please enter date this is due to be expertise rer governing body/board appointments (p : e is to consider and approve measurable assess annually both the objectives and o in to achieve gender balance across our widiversity, in terms of gender, background reorganisations in this report?	s governing body? 0% men/20% either) e completed provide details why): e objectives for workforce diversity easur progress in achieving those objective and on our Board – by Fill and experience, remains a focus.
2.1g.1	☐ Yes ☐ No (you may specify why a tai ☐ Governing body/board ☐ Currently under develor ☐ Insufficient resources/or ☐ Do not have control ov ☐ Not a priority ☐ Other (provide details) ☐ Part of the Board's role financial year and to a BHP has an aspiration In this context, Board Are you reporting on any other ☐ Yes ☐ No	rget has not been set) has gender balance (e.g. 40% women/4t) poment, please enter date this is due to be expertise rer governing body/board appointments (p. : e is to consider and approve measurable assess annually both the objectives and o in to achieve gender balance across our widiversity, in terms of gender, background reorganisations in this report?	s governing body? 0% men/20% either) e completed provide details why): e objectives for workforce diversity easur progress in achieving those objective and on our Board – by Fill and experience, remains a focus.



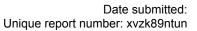




		 ☐ Insufficient resources/expertise ☐ Do not have control over governing body appointments (provide details why) ☐ Not a priority ☐ Other (provide details):
	2.3	Does your organisation operate as a partnership structure (i.e. select NO if your organisation is an "incorporated" entity - Pty Ltd, Ltd or Inc; or an "unincorporated" entity)?
		☐ Yes ☑ No
	2.5	If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.
Gen	der	equality indicator 3: Equal remuneration between women and men
	remune r equalit	ration between women and men is a key component of improving women's economic security and progressing y.
3.	Do you	a have a formal policy and/or formal strategy on remuneration generally?
	⊠ Yes	(select all applicable answers) ☑ Policy ☑ Strategy
	□ 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):

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)?

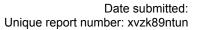
4.







□ No room for qualification is room.	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): (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 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).
	BHP has an embedded annual process to identify and rectify any gaps in like-for-like roles. Within this process, the gender pay gap used in BHP's internal process of ensuring pay equity is the difference between a male's and female's average full-time equivalent salary, or remuneration, for like roles. The purpose of our internal annual gender pay process to identify any pay gaps on this basis, and their causes, in order to address identified pay equity issues. The following principles are applied: • There should be no unjustifiable disparity in remuneration between males and females where attributes, relevant experiences, qualifications, performance and role are similar; • Broad "average" based outcome analysis may identify areas to address first, but individual analysis must be conducted so any discrepancies are captured and addressed; and • Compa ratio data (i.e. actual salaries compared to relevant market benchmarks) are utilised to ensure a comparable analysis is completed with the correct peer market grouping. In addition to WGEA, BHP report externally on gender pay analysis to the Gender Pay Reporting body in the US and the Gender Pay Gap Regulations body in the UK.
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 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):







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.

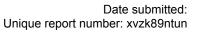
5.		RIMARY CARER" is the member of a couple or a single carer, REGARDLESS OF GENDER, identified as having er responsibility for the day-to-day care of a child.
		u provide EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for women AND in addition to any government funded parental leave scheme for primary carers?
	time of indications o	s. (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 ver 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), we offer paid parental leave for primary carers that is available to women ONLY (e.g. maternity leave). (Please te 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 ver 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), we offer paid parental leave for primary carers that is available to men ONLY. (Please indicate how employer funded arental leave is provided to men ONLY): By paying the gap between the employee's salary and the government's paid scheme), regardless of the period of ver 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), 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:
		18
5a.	carers	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.

What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY

In your calculation, you MUST INCLUDE CASUALS when working out the proportion.

CARERS?

5.2







		☐ <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:
		☑ Adoption☑ Surrogacy☑ Stillbirth
6.		CONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the ry carer.
	Do yo	u provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and n, in addition to any government funded parental leave scheme for secondary carers?
	☐ No.	we offer paid parental leave for SECONDARY CARERS that is available to men ONLY (e.g. paternity leave) we offer paid parental leave for SECONDARY CARERS that is available to women ONLY (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:
		10
6a.		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%

Please indicate whether your employer funded paid parental leave for secondary carers covers:

6.3





\boxtimes	Adoption
\boxtimes	Surrogacy
\boxtimes	Stillbirth

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

	Primary carer'	s leave	Secondary carer's leave			
	Female	Male	Female	Male		
Managers	9	9	0	4		

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 care	r's leave
	Female	Male	Female	Male
Non-managers	35	1	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	1	0

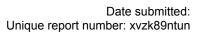
9	Do you have a formal	policy and/or formal st	rategy on flexible working	arrangements?
J.	Do you have a formal	policy alluloi lollilai si	ialegy on nexible working	a amanyements :

∑ 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):

9.1 You may indicate which of the following are included in your flexible working arrangements strategy:

\boxtimes	Α	business	case fo	r flexibility	y has	s bee	n es	stablished	and	endorsed	at the	leadership	leve

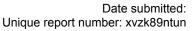
□ Leaders are visible role models of flexible working







		 ☑ 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
10.	Do yo	u have a formal policy and/or formal strategy to support employees with family or caring responsibilities?
		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):
11.	(eg, e	u offer any other support mechanisms, other than leave, for employees with family or caring responsibilities mployer-subsidised childcare, breastfeeding facilities)? (you may specify why non-leave based measures are not in place) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Not a priority Other (provide details):
	11.1	Please select what support mechanisms are in place and if they are available at all worksites. Where only one worksite exists, for example a head-office, select "Available at all worksites". Employer subsidised childcare



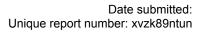




	Available at some worksites only
	Available at all worksites
	☐ Support in securing school holiday care
	Available at some worksites only
	Available at all worksites
	☐ Available at some worksites
	☐ Parenting workshops targeting mothers
	Available at some worksites only
	Available at some worksites
	☐ Parenting workshops targeting fathers
	Available at some worksites only
	Available at all worksites
	☐ None of the above, please complete question 11.2 below
40	
12.	Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?
	☐ 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):
	☐ Other (please provide details).
13.	Other than a formal policy and/or formal strategy, do you have any cupport machanisms in place to cupport
	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?
	employees who are experiencing family or domestic violence?
	employees who are experiencing family or domestic violence?
	employees who are experiencing family or domestic violence? Yes (select all applicable answers) Employee assistance program (including access to a psychologist, chaplain or counsellor)
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	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): No (you may specify why no other support mechanisms are in place) Currently under development, please enter date this is due to be completed
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	employees who are experiencing family or domestic violence? Yes (select all applicable answers)

- Where any of the following options are available in your workplace, are those option/s available to both women AND men? 14.

 - flexible hours of work compressed working weeks







•	time-	ın_	ΙΙΔΙΙ
	unie-		IICu

- 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.

1	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

- 14.1 Which options from the list below are available? Please tick the related checkboxes.
 - Unticked checkboxes mean this option is NOT available to your employees.

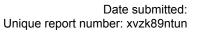
Mar	Managers		anagers
Formal	Informal	Formal	Informal
\boxtimes	\boxtimes	\boxtimes	\boxtimes
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	\boxtimes		
	\boxtimes		
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	Unpaid leave	\boxtimes		\boxtimes	
14.3	You may specify why any of the above option	ns are NOT av	ailable to your e	employees.	
	 ☐ Currently under development, please enter de ☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details): 	ate this is due	to be completed		
14.4	If your organisation would like to provide add please do so below:	ditional inform	nation relating to	o gender equa	lity indicator 4,

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?
	 Yes 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):



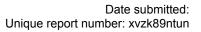


15.1



		 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.
		All staff are consulted as part of the annual employee engagement survey. In addition, a selection of new employees are surveyed to understand how inclusive their experience has been. Focus groups are held at the local team level and Inclusion & Diversity committees are consulted on the issues and areas of opportunity.
artic and v	cipation. vhether t	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 training 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?
	⊠ 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 □ 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):
7 .	Do vo	u provide training for all managers on sex-based harassment and discrimination prevention?

How did you consult with employees on issues concerning gender equality in your workplace?







⊠ Ye	s - please indicate how often this training is provided:
	★ At induction ★ At
	At least annually
	☐ Every one-to-two years
	☐ Every three years or more
	☐ Varies across business units
	Other (provide details):
□No	Sex-based harassment and discrimination training is included in a broader set of training materials which provides learnings with insight into all forms of harassment and discrimination. Our publicly-available Code of Business Conduct covers harassment and discrimination related training is conducted with every employee on an annual basis. (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 53.5% females and 46.5% males.

Promotions

- 2. 58.6% of employees awarded promotions were women and 41.4% were men
 - i. 40.5% of all manager promotions were awarded to women
 - ii. 72.0% of all non-manager promotions were awarded to women.
- 3. 8.1% of your workforce was part-time and 3.4% of promotions were awarded to part-time employees.

Resignations

- 4. 36.0% of employees who resigned were women and 64.0% were men
 - i. 33.3% of all managers who resigned were women
 - ii. 36.4% of all non-managers who resigned were women.
- 8.1% of your workforce was part-time and 16.0% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- i. 2.3% 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. 100.0% of all non-managers who utilised parental leave and ceased employment before returning to work were women.

Notification and access

List of employee organisations:

Construction, Forestry, Maritime, Mining and Energy Union - CMMFEU Australian Manufacturing Workers Union - AMWU Communications Electrical & Plumbing Union - CEPU Transport Workers Union - TWU Australian Workers Union - AWU Professionals Australia (formally - Professional Engineers, Scientists and Managers Australia) – APESMA

CEO sign off confirmation Mike Henry	
Name of CEO or equivalent:	Confirmation CEO has signed the report:
CEO signature:	Date:

