



2015-16 public report form submitted by Link Health and Community Limited to the Workplace Gender Equality Agency

Organisation and contact details

Organisation registration	Legal name ABN ANZSIC	Link Health and Community Limited 12136877702 8599 Other Health Care Services n.e.c.
Organisation details	Trading name/s	Link Health and Community Brighton General Practice Chadstone General Practice Clayton General Practice Glen Waverley General Practice Oakleigh General Practice
	ASX code (if relevant) Postal address Organisation phone number	1 Jacksons Road Mulgrave VIC 3170 AUSTRALIA 1 300 552 509
Reporting structure	Number of employees covered in this report submission Other organisations reported on in this	181 Link Health and Community Limited



Workplace profile Manager

Manager occupational categories	Deporting to CEO	Employment of the		No	No. of employees
manager occupational categories	Nepoliting level to CEO	Chiployment status	F	M	Total employees
		Full-time permanent	0	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	3	1	4
		Full-time contract	0	0	0
Other executives/General managers	7	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	2	0	9
	P	Full-time contract	0	0	0
Other managers	-2	Part-time permanent	2	0	2
		Part-time contract	0	0	0
	(vice)	Casual	0	0	0
Grand total: all managers			101	2	12

Non-manager

Non-manager occupational	Employment	No. of employees (excluding graduates and	luding graduates and	No. of	No. of graduates (if	10 old		
categories	status	apprentices)	tices)	de	applicable)		no, or apprenieces (if	Total
	Field times		×		Σ	<u>}</u>	M	employees
	permanent	20	9	0	0	c	. c	,
	Full-time contract	0	c	c	ļ	,	,	8
Professionals	Part-time	3		0		٥	0	0
-	permanent	52	7	0	0	0	0	59
	contract	0	0	0	0	٥		
	Casual	17	۲	c	.	,	٩	2
	Full-time		,			٥	0	14 × 5 × 5
	permanent	0	0	0	0	0	0	0
	Dot time contract	0	0	0	0	c	c	
Technicians and trade	permanent	0	0	0	0	0	0	Š C
	Part-time contract	0	0	0	٥	C	C	P
	Casual	Ü	6	ļ		,	0	-
	Full-time				٥	0	0	0
_	permanent	3	2	0	0	0	0	4
	Full-time contract	0	0	c	c	c	,	,
service	Part-time	19	+		, (3	0
	Part-time		-		O	0	0	20
	contract	0	0	0	0	0	0	6
	Casual	3	2	0	c	c		- 1
	ruil-time permanent	9	+	-				9
	Full-time contract	0	c		5		n	7
Clerical and administrative	Part-time			ا	0	0	0	0
	permanent	16	4	0	0	0	0	×
	Parf-time contract	0	0	0	6		,	
	Casual	α		ļ	`\	•	0	
	Full-time			٥	٥	0	0	Ø
Sales	permanent	0	0	0	o	0	0	
	Pull-time contract	0	0	0	0	c	c	
	permanent	0	0	0	-	, ,	0 (3
					,	>	-	_







Non-manager occupational	Employment	No. of employees (excluding graduates and apprentices)	iding graduates and ces)	No. of gra	No. of graduates (if applicable)	No. of app appli	No. of apprentices (if applicable)	Total
categories	status	F	M	E	M	E	M	employees
	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
	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	L.	0	0	0	0	0	p a
	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		142	27	0	0	0	0	169



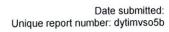




Reporting questionnaire

Gender equality indicator 1: Gender composition of workforce

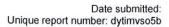
1 Do you have formal policies and/or formal strateg SUPPORT GENDER EQUALITY in relation to:	gies in place that SPECIFICALLY
1.1 Recruitment? ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy ☐ No	
 No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority 	
1.2 Retention? ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy ☐ No ☐ No	
 No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority 	
1.3 Performance management processes? ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy ☐ No	
☐ No, currently under development ☐ No, insufficient human resources staff ☐ No, don't have expertise ☐ No, not a priority	
.4 Promotions? ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy	
No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority	
5 Talent identification/identification of high potentials? Yes (you can select policy and/or strotogy antique)	







]] [Standalone policy Policy is contained within another policy Standalone strategy
⊠ Na	Strategy is contained within another strategy
☐ No, ir ☐ No, d	urrently under development nsufficient human resources staff on't have expertise ot a priority
	Succession planning? you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
☐ No, ir ☐ No, d	currently under development insufficient human resources staff flon't have expertise flon't a priority
⊠ Yes (Training and development? you can select policy and/or strategy options) ☐ Standalone policy ☑ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy
☐ No, ir	currently under development insufficient human resources staff don't have expertise not a priority
	Resignations? (you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
☐ No, i	currently under development nsufficient human resources staff don't have expertise not a priority
1.9 Yes	Key performance indicators for managers relating to gender equality? (you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
☐ No, i	currently under development insufficient human resources staff don't have expertise not a priority
1.10 ⊠ Yes	Gender equality overall? (you can select policy and/or strategy options)







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Policy is contained within another police	V
☐ Standalone strategy	panyulg
Strategy is contained within another st	rategy
No	ase you
No, currently under development	
No, insufficient human resources staff	
No, don't have expertise	
No, not a priority	

You may provide details of other formal policies or formal strategies that specifically support gender equality that may be in place:

-formal health promotion strategy which comprises gender rquality audits every three years, these examine organisational documents including HR policies and involve staff interviews

In the table below, please provide the NUMBER of new appointments made during the reporting period (by gender and manager/non-manager categories). This should include appointments from both external and internal sources such that if an existing employee is appointed to another role within the organisation (promotion or not), they would need to be included.

All appointments need to be included regardless of how they were made, for example through

recruitment exercises, cold canvassing, previously-submitted resumes.

	Manag	ers.	Non-managers	
and the second s	Female	Male	Female	Male
NUMBER of appointments made	n constant pa	0	31	12

In the table below, please provide the NUMBER of employees who were awarded promotions during the reporting period (by gender, employment status and manager/nonmanager categories).

('Promotion' means where a person has advanced or been raised to a higher office or rank on an ongoing basis. Temporary higher duties are not considered a promotion. This does not typically include movement within a salary band unless it involves a move to higher office or rank.)

No cell should be left blank, please enter '0' (zero) where there is no data.

	Manag	gers	Non-mar	nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	3	1	3	0
Permanent/ongoing part-time employees	0	0	4	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

In the table below, please provide the NUMBER of employees who have resigned during the reporting period (by gender, employment status, and manager/non-manager categories).

('Resigned' refers to employees who have given up their employment voluntarily, not those who are subject to employer-initiated terminations or redundancies.)

No cell should be left blank, please enter '0' (zero) where there is no data

The contention of the start, produce officer of (2016	, which a thorono is no date	u.
	Managers	Non-managers





	Female	Male	Female	Male
Permanent/ongoing full-time employees	0	1	4	1
Permanent/ongoing part-time employees	Eshs j adja	0	14	3
Fixed-term contract full-time employees	0	0	2	1
Fixed-term contract part-time employees	0	0	2	1
Casual employees	0	0	4	0

1.15 Should you wish to provide additional information on any of your responses under gender equality indicator 1, please do so below:

Gender equality indicator 2: Gender composition of governing bodies

- Your organisation, or organisations you are reporting on, will have a governing body/board as defined in the Workplace Gender Equality Act 2012 (Act). (In the Act, a governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer".) For the purposes of reporting under the Act, this question relates to the ultimate or 'highest' governing body for your organisation. NB: if your governing body/board is located overseas, it still needs to be included.
- o For private or publicly listed companies, you will have one or more directors or a board of directors.
- o For trusts, the trustee is the governing body/board.
- o For partnerships, the governing body/board is likely to comprise all or some (if elected) partners.
- o For organisations whose governing body/board is the same as their parent entity's governing body/board, it is still deemed to have a governing body/board.
- o For religious structures, you may have a canonical advisor, bishop or archbishop.
- o For other structures that do not fall into any of the above categories, your committee of management would be considered your governing body/board.
- 2.1 Please complete the table below, ensuring data entered is based on the instructions in each column header. For each organisation, enter the number of women and men on that governing body/board (not percentage). If a target has been set to increase the representation of women on any of the governing bodies listed, please indicate the % target and the year it is to be reached.

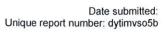
If your organisation's governing body/board is the same as your parent entity's governing body/board, you will need to enter your organisation's name but the details of your parent entity's governing body/board in the table below.

Organisation name Gender and NUMBER of chairperson/s (NOT percentage)	Gender and NUMBER of other governing body/board members (NOT percentage)	% target for representation of women on each governing body/board	Year to be reached
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		F (Ohair)	M (Chair)	F	M	(enter 0 if no target has been set, or enter a % between 1-100)	(in YYYY format; if no target has been set, leave blank)
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	//board membe /es (you can se // Standald // Policy is // Standald // Strategy Io Io, in place for selo, currently und Io, insufficient he Io, do not have	rs for ALL lect policy one policy contained one strate is contained some govider develonuman res control ov	organisa and/or si d within a gy ned within erning bor opment ources st	tions cove trategy opi nother pol n another s dies/board	ered in this ritions) icy strategy			
	lo, don't have e lo, not a priority lo, other (provic	'	;					
	Partnership er a partnership corporated entit	structure				on if your orgity (ie Pty Ltd		
parti	se enter the tot ner) in the follow equity (salaried	ving table	against th	ne relevan	t WGEA sta	andardised n	nanager c	nanaging Iefinitions.
	ils of your manaplace profile.	aging par	tner shoul	d be inclu	ded separa	tely in the Cl	EO row of	f your
	Please ensure to						hich may	include a
					Full- time females	Part- time	Full- time males	Part- time males
	quity partners versionnel (KMPs							

	Full-	Part-	Full-	Part-
	time	time	time	time
	females	females	males	males
Equity partners who ARE key management personnel (KMPs) (excluding your managing				



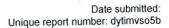


	Full- time females	Part- time females	Full- time males	Part- time
Equity partners who are "Other executives/General managers"	monou ok			males
Equity partners who are "Senior managers"			7	
Equity partners who are "Other managers"	o na becaut	fair, gran		7

2.5 Should you wish to provide additional information on any of your responses under gender equality indicator 2, please do so below:

Gender equality indicator 3: Equal remuneration between women and men
3 Do you have a formal policy and/or formal strategy on remuneration generally? ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy ☐ No
 No, currently under development No, insufficient human resources staff No, included in workplace agreement No, don't have expertise No, salaries set by awards or industrial agreements No, non-award employees paid market rate No, not a priority
☐ No, rot a priority ☐ No, other (provide details):
Has a gender remuneration gap analysis been undertaken? (This is a payroll analysis to determine whether there are any gaps between what women and men are paid.) Yes. When was the most recent gender remuneration gap analysis 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 No, currently under development No, insufficient human resources staff No, don't have expertise No, salaries for ALL employees (including managers) are set by awards or industrial agreements, AND there is no room for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or qualifications) No, salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there IS room for discretion in pay changes (because pay increases can occur with some discretion such as performance assessments) No, non-award employees are paid market rate No, not a priority No, other (provide details):

4.2 Should you wish to provide additional information on any of your responses under gender equality indicator 3, please do so below:







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

Do you provide employer funded paid parental leave for PRIMARY CARERS, in addition to any government funded parental leave scheme for primary carers? Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer):
☐ By paying the gap between the employee's salary and the government's paid
parental leave scheme By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of time over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks
As a lump sum payment (paid pre- or post- parental leave, or a combination)
 No No, currently being considered No, insufficient human resources staff No, government scheme is sufficient No, don't know how to implement No, not a priority No, other (provide details):
Do you provide employer funded paid parental leave for SECONDARY CARERS, in addition to any government funded parental leave scheme for secondary carers? Yes, one week or greater (please go to 6.1) Yes, less than one week (please go to 6.2)
No No, currently being considered No, insufficient human resources staff No, government scheme is sufficient No, don't know how to implement
No, not a priorityNo, other (provide details):

7 How many female and male managers, and female and male non-managers, have utilised parental leave (paid and/or unpaid) during the past reporting period (this is to include employees still on parental leave who commenced this leave in another reporting period)?

No cell should be left blank, please enter '0' (zero) where there is no data.

cell should be left b	Primary carer's leave		Secondary carer's leave		
9	Female	Male	Female	Male	
Managers	0	0	0	0	
Non-managers	3	0	0	0	

Provide the NUMBER of employees who, during the reporting period, ceased employment during, or at the end of, parental leave (by gender and manager/non-manager categories).

This includes employees on parental leave that had commenced in another reporting period. Include situations where the parental leave was taken continuously with any other leave type. For example, a person may have utilised paid/unpaid parental leave, annual leave or other unpaid leave during a single block of 'parental leave'.





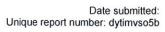
'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

No cell should be left blank, please enter '0' (zero) where there is no data.

0 Managers 1 0 Non-managers Do you have a formal policy and/or formal strategy on flexible working arrangements? Yes (you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy ⋈ No No, currently under development No, insufficient human resources staff No, included in workplace agreement ☐ No, don't have expertise ☐ No, don't offer flexible arrangements No, not a priority ☐ No, other (provide details): Do you have a formal policy and/or formal strategy to support employees with family 10 or caring responsibilities? Yes (you can select policy and/or strategy options) ☐ Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy No, currently under development No, insufficient human resources staff No, included in workplace agreement No, don't have expertise No, not a priority No, other (provide details): Do you have any non-leave based measures to support employees with family or caring responsibilities (e.g. employer-subsidised childcare, breastfeeding facilities, referral services)? Yes ⊠ No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority ☐ No, other (provide details): Do vou have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence? Yes (you can select policy and/or strategy options) Standalone policy

Policy is contained within another policy

Standalone strategy

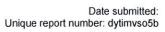






Time-in-lieu

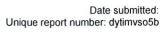
	egy is con	tained with	in anothe	rstrategy				
□ No	under de	(alanmant						
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☐ No, insufficient human resources staff ☐ No, included in workplace agreement								
☐ No, not aware			One					
☐ No, don't hav								
☐ No, not a price								
☐ No, other (ple)	ase provi	de details):						
who are experier	ncing fami		stic violen	ce?				oyees
⊠ Yes - please	indicate th	ne type of n	neasures	in place (m	ore than o	one option	can be	
selected):				-09				
counsellor)	oyee assi	stance pro	gram (inci	uding acce	ss to a ps	ycnologist,	cnapiain	or
	ing of key	personnel						
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Other	(provide	details):						
Prev	ention of \	Violence A	gainst Wo	men Comn	nittee			
∐ No								
No, currently								
☐ No, insufficier			staff					
☐ No, not aware								
No, don't haveNo, not a prio		е						
☐ No, other (pro		ile).						
☐ No, other (pre	vide dela	113).						
14 Please ti	ck the che	eckboxes ir	the table	below to in	ndicate wh	nich employ	vment tern	ns.
conditions or pra								
indicates that a p	articular e	employmen	t term, co	ndition or p	ractice is	not in place	e):	
		Mana	agers			Non-ma	anagers	
	Fer	male	M	ale	Fer	male	M	ale
	Formal	Informal	Formal	Informal	Formal	Informal	Formal	Informal
Flexible hours								\boxtimes
of work								
Compressed								
working weeks				\boxtimes				
Time-in-lieu								KZI







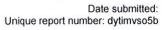
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Unpaid leave				21-100				
employees for ar Currently und Insufficient hu Don't have ex Not a priority Other (provide	mploymer ny of the c er develop iman reso pertise e details):	nt terms, co ategories li oment urces staff	onditions of sted above	or practices ve, you may	specify w	vhy below:		er
Gender equality equality in the workplace? Yes No No, not neede No, don't have No, not a prio No, other (pro	orkplace u consulte ed (provide nt human is e expertise rity	ed with emp e details wheresources see	nloyees or	employees on issues cor				ır
15.1 How did workplace (more Survey Consultative o Focus groups □ Exit interviews □ Performance □ Other (provide	than one committee s discussion	option can or group		n issues coi ed)?	ncerning g	gender equ	ality in yo	ır







15.2 Please indicate what categories of employees you consulted. ☑ 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 Should you wish to provide additional information on any of your responses under gender equality indicator 5, please do so below:	
Gender equality indicator 6: Sex-based harassment and discrimination	
Do you have a formal policy and/ or formal strategy on sex-based harassment and discrimination prevention? Yes (you can select policy and/or strategy options) Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy No No, currently under development No, insufficient human resources staff No, included in workplace agreement No, don't have expertise No, not a priority No, other (provide details):	
16.1 Do you include a grievance process in any sex-based harassment and discrimination prevention policy and/or strategy? ☑ Yes ☐ No ☐ No, currently under development ☐ No, insufficient human resources staff ☐ No, don't have expertise ☐ No, not a priority ☐ No, other (provide details):	n
17 Does your workplace provide training for all managers on sex-based harassment and discrimination prevention? ☑ Yes - please indicate how often this training is provided ('At induction' AND one of the other options can be selected): ☑ At induction ☐ At least annually ☐ Every one-to-two years ☐ Every three years or more ☐ Varies across business units ☐ Other (provide details):	d
□ No Currently under development	







 No, insufficient human resources staff No, don't have expertise No, not a priority No, other (provide details): 	
17.1 Should you wish to provide additional information on any of your respondence equality indicator 6, please do so below:	nses under

Other

Should you wish to provide details of any initiatives that you feel are particularly outstanding, or that have resulted in improved gender equality outcomes in your workplace, please enter this information below. (As with all of the questions in this questionnaire, any 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.
- 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 84.0% females and 16.0% males.

Promotions

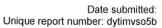
- 2. 0.0% of employees awarded promotions were women and 0.0% were men
 - i. 0.0% of all manager promotions were awarded to women
 - 0.0% of all non-manager promotions were awarded to women.
- 3. 57.5% of your workforce was part-time and 0.0% of promotions were awarded to part-time employees.

Resignations

- 4. 0.0% of employees who resigned were women and 0.0% were men
 - i. 0.0% of all managers who resigned were women
 - ii. 0.0% of all non-managers who resigned were women.
- 5. 57.5% of your workforce was part-time and 0.0% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- i. N/A women who utilised parental leave and ceased employment before returning to work
- ii. N/A men who utilised parental leave and ceased employment before returning to work
- N/A managers who utilised parental leave and ceased employment before returning to work were women
- N/A non-managers who utilised parental leave and ceased employment before returning to work were women.







Notification and access

List of employee organisations

CEO sign off confirmation

Name of CEO or equivalent

Confirmation CEO has signed the report

Yes

CEO Signature:

Date:

