

# Workplace Gender Equality Agency

## 2020–21 Compliance Program

### Submission approval

I, the CEO (or equivalent), confirm that the data provided in the 2020-21 Compliance Program submission is complete and correct, as reported in the full data appendices:

- Appendix: Workplace Profile
- Appendix: Workforce Management Statistics
- Appendix: Questionnaire
- Appendix: Confidential Data.

I approve the submission of this data to WGEA.

I also confirm that the organisation/s covered by this submission will meet the notification and access requirements as detailed below.

Name of CEO (or equivalent)

CORNELUS WILHELMUS BRUYN

Managing Director

CEO (or equivalent) signature



Date of signature

08/07/2021

#### What next?

The contact nominated for the submission of this report must complete the declaration and consent process in the WGEA Portal. The Agency does not require physical evidence of the CEO's signature.

To comply with the notification and access requirements, your organisation/s must:

- inform its employees and members or shareholders that it has lodged its report with the Agency and advise how the public data may be accessed
- provide access to the public data to employees and members or shareholders
- inform employee organisations with members in its workplace that the report has been lodged
- inform its employees and those employee organisations with members in its workplace of the opportunity to comment on the report to the employer or the Agency.

For more information on the notification and access requirements, read [here](#).



# Workplace Profile Table

Industry: All Industries

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	44	335	0	0	379
	Full-time contract	1	1	0	0	2
	Part-time permanent	2	1	0	0	3
Professionals	Full-time permanent	114	580	21	38	753
	Full-time contract	5	11	2	2	20
	Part-time permanent	20	6	0	0	26
	Part-time contract	0	0	1	0	1
	Casual	0	5	0	1	6
Technicians And Trades Workers	Full-time permanent	11	271	0	1	283
	Full-time contract	0	2	0	0	2
	Casual	2	13	0	0	15
Clerical And Administrative Workers	Full-time permanent	188	81	0	0	269
	Full-time contract	8	6	0	0	14
	Part-time permanent	31	1	0	0	32
	Part-time contract	0	1	0	0	1
	Casual	10	8	0	0	18
Machinery Operators And Drivers	Full-time permanent	9	254	0	0	263
	Full-time contract	0	11	0	0	11
	Part-time permanent	0	1	0	0	1
	Casual	1	20	0	0	21
Labourers	Full-time permanent	25	594	0	0	619
	Full-time contract	0	50	0	0	50
	Part-time permanent	0	2	0	0	2
	Casual	7	56	0	0	63
	Full-time permanent	6	190	2	7	205
	Full-time contract	0	3	0	0	3
	Casual	8	37	0	0	45

\* Categorised using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Gender X

# Workplace Profile Table

Industry: All Industries

Manager category	Level to CEO	Employment status	No. of employees		
			F	M	Total*
CEO	0	Full-time permanent	0	3	3
GM	-1	Full-time permanent	2	18	20
SM	-2	Full-time permanent	6	28	34
		Full-time permanent	3	51	54
OM	-4	Full-time permanent	11	65	76
		Full-time contract	1	0	1
	-5	Full-time permanent	14	145	159
		Full-time contract	0	1	1
		Part-time permanent	1	1	2
	-6	Full-time permanent	8	25	33
		Part-time permanent	1	0	1

\* Total employees includes Gender X

# Workplace Profile Table

Industry: Heavy and Civil Engineering Construction

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	42	326	0	0	368
	Full-time contract	1	1	0	0	2
	Part-time permanent	2	1	0	0	3
Professionals	Full-time permanent	112	576	20	36	744
	Full-time contract	5	11	2	2	20
	Part-time permanent	20	6	0	0	26
	Part-time contract	0	0	1	0	1
	Casual	0	5	0	1	6
Technicians And Trades Workers	Full-time permanent	11	271	0	1	283
	Full-time contract	0	2	0	0	2
	Casual	2	13	0	0	15
Clerical And Administrative Workers	Full-time permanent	178	79	0	0	257
	Full-time contract	8	6	0	0	14
	Part-time permanent	31	1	0	0	32
	Part-time contract	0	1	0	0	1
	Casual	10	8	0	0	18
Machinery Operators And Drivers	Full-time permanent	8	242	0	0	250
	Full-time contract	0	11	0	0	11
	Part-time permanent	0	1	0	0	1
	Casual	1	19	0	0	20
Labourers	Full-time permanent	25	589	0	0	614
	Full-time contract	0	50	0	0	50
	Part-time permanent	0	2	0	0	2
	Casual	7	56	0	0	63
	Full-time permanent	6	190	2	7	205
	Full-time contract	0	3	0	0	3
	Casual	8	37	0	0	45

\* Categorised using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Gender X

# Workplace Profile Table

Industry: Heavy and Civil Engineering Construction

Manager category	Level to CEO	Employment status	No. of employees		
			F	M	Total*
CEO	0	Full-time permanent	0	3	3
GM	-1	Full-time permanent	1	17	18
SM	-2	Full-time permanent	6	28	34
		Full-time permanent	3	51	54
OM	-4	Full-time permanent	11	63	74
		Full-time contract	1	0	1
	-5	Full-time permanent	14	140	154
		Full-time contract	0	1	1
		Part-time permanent	1	1	2
	-6	Full-time permanent	7	24	31
		Part-time permanent	1	0	1

\* Total employees includes Gender X

# Workplace Profile Table

Industry: Finance

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	2	0	0	0	2
Professionals	Full-time permanent	2	3	1	2	8
Clerical And Administrative Workers	Full-time permanent	4	0	0	0	4

\* Categorised using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Gender X

# Workplace Profile Table

Industry: Finance

Manager category	Level to CEO	Employment status	No. of employees		
			F	M	Total*
GM	-1	Full-time permanent	1	0	1
OM	-6	Full-time permanent	1	0	1

\* Total employees includes Gender X

# Workplace Profile Table

Industry: Rental and Hiring Services (except Real Estate)

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	0	6	0	0	6
Clerical And Administrative Workers	Full-time permanent	6	1	0	0	7
Machinery Operators And Drivers	Full-time permanent	0	9	0	0	9
Labourers	Full-time permanent	0	1	0	0	1

\* Categorised using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Gender X

# Workplace Profile Table

Industry: Rental and Hiring Services (except Real Estate)

Manager category	Level to CEO	Employment status	No. of employees		
			F	M	Total*
OM	-4	Full-time permanent	0	2	2
	-5	Full-time permanent	0	4	4

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: All Industries

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	Managers	6	29	35
			Non-managers	22	76	98
		Fixed-Term Contract	Managers	1		1
			Non-managers	1		1
	Part-time	Permanent	Non-managers	1	1	2
	Full-time	Permanent	Managers		2	2
			Non-managers	11	30	41
2. How many employees (including partners with an employment contract) were internally appointed?	N/A	Casual	Non-managers		2	2
	Full-time	Permanent	CEO, KMPs, and HOBs		1	1
			Managers	6	21	27
			Non-managers	50	149	199
		Fixed-Term Contract	Non-managers	4	11	15
	Part-time	Permanent	Non-managers	8	3	11
		Fixed-Term Contract	Non-managers	1	2	3
	N/A	Casual	Non-managers	5	16	21

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: All Industries

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	CEO, KMPs, and HOBs		2	2
			Managers	4	14	18
			Non-managers	53	275	328
		Fixed-Term Contract	Non-managers	12	20	32
	Part-time	Permanent	Managers	1		1
			Non-managers	7	3	10
			Fixed-Term Contract	3		3
	N/A	Casual	Non-managers	3	39	42
	Full-time	Permanent	Managers	2		2
			Non-managers	13		13
	Part-time	Permanent	Non-managers	7		7

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Heavy and Civil Engineering Construction

Question	Contract Type	Employment Type	Manager Category	Female	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	Non-managers	2	2

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Heavy and Civil Engineering Construction

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	Managers	6	28	34
			Non-managers	22	76	98
		Fixed-Term Contract	Managers	1		1
			Non-managers	1		1
	Part-time	Permanent	Non-managers	1	1	2
	Full-time	Permanent	Managers		1	1
			Non-managers	10	27	37
2. How many employees (including partners with an employment contract) were internally appointed?	N/A	Casual	Non-managers		1	1
	Full-time	Permanent	CEO, KMPs, and HOBs		1	1
			Managers	5	21	26
			Non-managers	49	143	192
		Fixed-Term Contract	Non-managers	4	11	15
	Part-time	Permanent	Non-managers	8	3	11
		Fixed-Term Contract	Non-managers	1	2	3
	N/A	Casual	Non-managers	5	16	21

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Heavy and Civil Engineering Construction

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	CEO, KMPs, and HOBs		1	1
			Managers	4	14	18
			Non-managers	53	272	325
	Part-time	Permanent	Non-managers	12	20	32
			Managers	1		1
			Non-managers	6	3	9
	N/A	Casual	Non-managers	3		3
			Non-managers	3	38	41
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers	2		2
			Non-managers	13		13
	Part-time	Permanent	Non-managers	7		7

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Heavy and Civil Engineering Construction

Question	Contract Type	Employment Type	Manager Category	Female	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	Non-managers	2	2

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Finance

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	Managers	1		1
			Non-managers	1	3	4

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Finance

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	CEO, KMPs, and HOBs		1	1
			Non-managers		1	1
	Part-time	Permanent	Non-managers	1		1

\* Total employees includes Gender X

## Workforce Management Statistics Table

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Rental and Hiring Services (except Real Estate)

Question	Contract Type	Employment Type	Manager Category	Male	Total*
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	Non-managers	3	3

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Rental and Hiring Services (except Real Estate)

Question	Contract Type	Employment Type	Manager Category	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	Non-managers	2	2
	N/A	Casual	Non-managers	1	1

\* Total employees includes Gender X

## Workforce Management Statistics Table

\* Total employees includes Gender X

# 2020 - 21 Compliance Program

Submitted by:

**Fulton Hogan Industries Pty Ltd**  
**(ABN:54000538689)**

**Fulton Hogan Construction Pty Ltd**  
**(ABN:46010240758)**

**Fulton Hogan Transport Pty Ltd**  
**(ABN:60136583045)**

**Fulton Hogan Australia Pty Ltd**  
**(ABN:42135849115)**

**Fulton Hogan Quarries Pty Ltd**  
**(ABN:16004475076)**

**FULTON HOGAN AUSTRALIA  
(MANAGEMENT) PTY LTD**  
**(ABN:66637368088)**

**CITYWIDE ASPHALT GROUP (AUS) PTY  
LTD (ABN:19608698700)**

# #Workplace overview

## Policies and strategies

1: Do you have a formal policy and/or formal strategy in place that specifically supports gender equality in the following areas?

...Recruitment	Yes( <i>Select all that apply</i> )
...Yes	Strategy
...Retention	Yes( <i>Select all that apply</i> )
...Yes	Strategy
...Performance management processes	Yes( <i>Select all that apply</i> )
...Yes	Policy Strategy
...Promotions	Yes( <i>Select all that apply</i> )
...Yes	Strategy
...Talent identification/identification of high potentials	Yes( <i>Select all that apply</i> )
...Yes	Strategy
...Succession planning	Yes( <i>Select all that apply</i> )
...Yes	Strategy
...Training and development	Yes( <i>Select all that apply</i> )
...Yes	Policy Strategy
...Key performance indicators for managers relating to gender equality	Yes( <i>Select all that apply</i> )
...Yes	Strategy

2: Do you have formal policy and/or formal strategy in place that support gender equality overall?

Yes(*Select all that apply*)

...Yes Policy

3: If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.

## Governing bodies

*Fulton Hogan Industries Pty Ltd*

1: Does this organisation have a governing body?

Yes, same as local ultimate parent organisation(  
*The local ultimate parent's governing body details must be reported against the local ultimate parent. The information is not required*

	<i>to be entered again for subsidiary organisations even if it is reported in a different submission group.)</i>
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11.1: Confirm how the ultimate parent's governing body/ies are being reported:

It is reported as part of this submission group.

#### *Fulton Hogan Construction Pty Ltd*

1: Does this organisation have a governing body?	Yes, same as local ultimate parent organisation( <i>The local ultimate parent's governing body details must be reported against the local ultimate parent. The information is not required to be entered again for subsidiary organisations even if it is reported in a different submission group.)</i>
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11.1: Confirm how the ultimate parent's governing body/ies are being reported:

It is reported as part of this submission group.

#### *Fulton Hogan Transport Pty Ltd*

1: Does this organisation have a governing body?	Yes, same as local ultimate parent organisation( <i>The local ultimate parent's governing body details must be reported against the local ultimate parent. The information is not required to be entered again for subsidiary organisations even if it is reported in a different submission group.)</i>
11.1: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.

#### *Fulton Hogan Australia Pty Ltd*

1: Does this organisation have a governing body?	Yes( <i>Provide further details on the governing body(ies) and its composition</i> )
1.1: What is the name of your governing body?	Fulton Hogan Board of Directors
1.2: What type of governing body does this organisation have?	Board of directors
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female (F)	0
...Male (M)	1
...Gender X	0
...Members	
...Female (F)	1
...Male (M)	8
...Gender X	0
1.4: Do you have a formal selection policy and/or formal selection strategy for this	No( <i>Select all that apply</i> )

organisation's governing body members?	Other (provide details)
	Whilst Fulton Hogan does not have a formal selection policy or selection strategy for board of directors, we undertake a thorough process when selecting members, and are mindful of ensuring there is strong representation of diverse perspectives and experiences across our board. We value both diversity and inclusion, and see this as critical for delivering our vision of being an enduring infrastructure business.
1.5: Has a target been set to increase the representation of women on this governing body?	No( <i>Select all that apply</i> )
	Other (provide details)

#### *Fulton Hogan Quarries Pty Ltd*

1: Does this organisation have a governing body?	Yes, same as local ultimate parent organisation( <i>The local ultimate parent's governing body details must be reported against the local ultimate parent. The information is not required to be entered again for subsidiary organisations even if it is reported in a different submission group.</i> )
11.1: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.

#### *FULTON HOGAN AUSTRALIA (MANAGEMENT) PTY LTD*

1: Does this organisation have a governing body?	Yes, same as local ultimate parent organisation( <i>The local ultimate parent's governing body details must be reported against the local ultimate parent. The information is not required to be entered again for subsidiary organisations even if it is reported in a different submission group.</i> )
11.1: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.

#### *CITYWIDE ASPHALT GROUP (AUS) PTY LTD*

1: Does this organisation have a governing	Yes, same as local ultimate parent organisation( <i>The local ultimate parent's governing body details must be reported against the local ultimate parent. The information is not required</i>
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body?	<i>to be entered again for subsidiary organisations even if it is reported in a different submission group.)</i>
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11.1: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.
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2: If your organisation would like to provide additional information relating to governing bodies and gender equality in your workplace, do so below.

# #Action on gender equality

## Gender pay gaps

1: Do you have a formal policy and/or formal strategy on remuneration generally?

Yes(*Select all that apply*)

...Yes	Policy
1.1: Are specific pay equity objectives included in your formal policy and/or formal strategy?	Yes( <i>Select all that apply</i> )  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 reviews) To implement and/or maintain a transparent and rigorous performance assessment process
...Yes	

2: Did your organisation receive JobKeeper payments?

3: What was the snapshot date used for your Workplace Profile?

31-Mar-2021

4: If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.

Fulton Hogan has a large blue collar, male dominated workforce who are covered by Enterprise Agreements, which ensure there is gender parity in the remuneration based on job classifications.

For salaried staff, we have recently implemented a new remuneration framework (job profiles and pay bands) which allows for gender based remuneration analysis based on compa-ratios in like-for-like roles. We have also implemented a new HR information system (Workday) which provides greater transparency and reporting capability, so that we can use the insights to inform action where required.

## Employer action on pay equity

1: Have you analysed your payroll to determine if there are any remuneration gaps between women and men (e.g. conducted a gender pay gap analysis)?

No(*Select all that apply*)

...No	Other (provide details)
	Fulton Hogan has a large blue collar, male dominated workforce who are covered by Enterprise Agreements, which ensure there is gender parity in the remuneration based on job classifications. For salaried staff, we have

...Other (provide details)

recently implemented a new remuneration framework (job profiles and pay bands) which allows for gender based remuneration analysis based on compa-ratios in like-for-like roles. We have also implemented a new HR information system (Workday) which provides greater transparency and reporting capability, so that we can use the insights to inform action where required.

2: If your organisation would like to provide additional information relating to employer action on pay equity in your workplace, please do so below.

*Fulton Hogan has a large blue collar, male dominated workforce who are covered by Enterprise Agreements, which ensure there is gender parity in the remuneration based on job classifications.*

*For salaried staff, we have recently implemented a new remuneration framework (job profiles and pay bands) which allows for gender based remuneration analysis based on compa-ratios in like-for-like roles. We have also implemented a new HR information system (Workday) which provides greater transparency and reporting capability, so that we can use the insights to inform action where required.*

## Employee consultation

1: Have you consulted with employees on issues concerning gender equality in your workplace?

Yes(*Provide further details on the employee consultation process.*)

1.1: How did you consult employees?	Survey Consultative committee or group Exit interviews Performance discussions Other (provide details)
...Other (provide details)	One-to-one conversations with employees
1.2: Who did you consult?	ALL staff

2: If your organisation would like to provide additional information relating to employee consultation on gender equality in your workplace, please do so below.

# #Employee work/life balance

## Flexible working

1: Do you have a formal policy and/or formal strategy on flexible working arrangements?

No(*Select all that apply*)

...No	Other (provide details)
...Other (provide details)	A formal flexible work policy is being considered but in the meantime, flexible working practices are in place as agreed between employees and their managers (regardless of gender)

2: Do you offer any of the following flexible working options to MANAGERS in your workplace?

...Flexible hours of work	Yes( <i>Select one option only</i> )
...Yes	SAME options for women and men( <i>Select all that apply</i> )
...SAME options for women and men	Informal options are available
...Compressed working weeks	No( <i>You may specify why the above option is not available to your employees.</i> )
...No	Not aware of the need
...Time-in-lieu	No( <i>You may specify why the above option is not available to your employees.</i> )
...No	Other (provide details)
...Other (provide details)	Where required, there are informal options available for all employee regardless of gender
...Telecommuting (e.g. working from home)	No( <i>You may specify why the above option is not available to your employees.</i> )
...No	Other (provide details)
...Other (provide details)	Where required, there are informal options to be agreed with managers
...Part-time work	Yes( <i>Select one option only</i> )
...Yes	SAME options for women and men( <i>Select all that apply</i> )
...SAME options for women and men	Formal options are available
...Job sharing	No( <i>You may specify why the above option is not available to your employees.</i> )
...No	Not aware of the need
...Carer's leave	Yes( <i>Select one option only</i> )
...Yes	SAME options for women and men( <i>Select all that apply</i> )
...SAME options for women and men	Formal options are available

...Purchased leave	No( <i>You may specify why the above option is not available to your employees.</i> )
...No	Not aware of the need
...Unpaid leave	Yes( <i>Select one option only</i> )
...Yes	SAME options for women and men( <i>Select all that apply</i> )
...SAME options for women and men	Formal options are available

3: Are your flexible working arrangement options for NON-MANAGERS the same as the options for managers above?

Yes

4: Were managers in your organisation allowed to make INFORMAL flexible working arrangements with their team members in response to the COVID-19 pandemic?

Yes, SOME managers

5: Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce compared to pre-COVID-19?

6: If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, please do so below.

Fulton Hogan operates in a blue collar operational environment that requires physical presence at most workplaces at specific times, which makes some types of formal flexibility not practicable. This operational requirement to be onsite is not gender specific.

# #Employee support

## Paid parental leave

1: Do you provide employer funded paid parental leave regardless of carer's status (i.e. primary/secondary) in addition to any government funded parental leave scheme?

Yes, we offer employer funded parental leave (using the primary/secondary carer definition)

1.1: Do you provide employer funded paid parental leave for primary carers in addition to any government funded parental leave scheme?	Yes( <i>Please indicate how employer funded paid parental leave is provided to the primary carers.</i> )
1.1.a: Please indicate whether your employer-funded paid parental leave for primary carers is available to:	Women only
1.1.b: Please indicate whether your employer-funded paid parental leave for primary carers covers:	Birth Adoption
1.1.c: How do you pay employer funded paid parental leave to primary carers?	Paying the gap between the employee's salary and the government's paid parental leave scheme
1.1.d: Do you pay superannuation contribution to your primary carers while they are on parental leave?	Yes, on employer funded parental leave
1.1.e: How many weeks (minimum) of employer funded paid parental leave for primary carers is provided?	14
1.1.f: What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals?	10-20%
1.2: Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme?	Yes( <i>Please indicate how employer funded paid parental leave is provided to the secondary carers.</i> )
1.2.a: Please indicate whether your employer-funded paid parental leave for secondary carers is available to:	Men only
1.2.b: Please indicate whether your employer-funded paid parental leave for secondary carers covers:	Birth Adoption
1.2.c: How do you pay employer funded paid parental leave to secondary carers?	Paying the employee's full salary

1.2.d: Do you pay superannuation contribution to your secondary carers while they are on parental leave?	Yes, on employer funded parental leave
1.2.e: How many weeks (minimum) of employer funded paid parental leave for secondary carers is provided?	1
1.2.f: What proportion of your total workforce has access to employer funded paid parental leave for secondary carers, including casuals?	80-90%

2: If your organisation would like to provide additional information relating to paid parental leave and gender equality in your workplace, please do so below.

### Support for carers

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

Yes (Select all that apply)

...Yes

Policy

2: Do you offer any of the following support mechanisms for employees with family or caring responsibilities?

...Employer subsidised childcare	No (You may specify why the above support mechanism is not available to your employees.)
...No	Not aware of the need
...On-site childcare	No (You may specify why the above support mechanism is not available to your employees.)
...No	Not aware of the need
...Breastfeeding facilities	No (You may specify why the above support mechanism is not available to your employees.)
...No	Other (provide details)
...Other (provide details)	We are currently reviewing facilities for female employees at all sites
...Childcare referral services	No (You may specify why the above support mechanism is not available to your employees.)
...No	Not aware of the need
...Internal support networks for parents	No (You may specify why the above support mechanism is not available to your employees.)
...No	Not aware of the need
...Return to work bonus (only select if this bonus is not the balance of paid parental leave)	No (You may specify why the above support mechanism is not available to your employees.)
...No	Not aware of the need
...Information packs for new parents and/or those with elder care responsibilities	No (You may specify why the above support mechanism is not available to your employees.)
...No	Not aware of the need

...Referral services to support employees with family and/or caring responsibilities	Yes( <i>Please indicate the availability of this support mechanism.</i> )
...Yes	Available at ALL worksites
... Targeted communication mechanisms (e.g. intranet/forums)	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...No	Not aware of the need
...Support in securing school holiday care	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...No	Not aware of the need
...Coaching for employees on returning to work from parental leave	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...No	Not aware of the need
...Parenting workshops targeting mothers	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...No	Not aware of the need
...Parenting workshops targeting fathers	No( <i>You may specify why the above support mechanism is not available to your employees.</i> )
...No	Not aware of the need
...Other (provide details)	No

3: If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.

### Sex-based harassment and discrimination

1: Do you have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?

Yes(*Select all that apply*)

...Yes	Policy
1.1: Do you provide a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?	Yes

2: Do you provide training on sex-based harassment and discrimination prevention to the following groups?

...All managers	Yes( <i>Please indicate how often is this training provided (select all that apply):</i> )
...Yes	At induction Every three years or more
...All employees	Yes( <i>Please indicate how often is this training provided (select all that apply):</i> )
...Yes	At induction Every three years or more

3: If your organisation would like to provide additional information relating to sex-based harassment and discrimination, please do so below.

## Family or domestic violence

1: Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?

Yes(*Select all that apply*)

...Yes

Policy

2: Other than a formal policy and/or formal strategy, do you have the following support mechanisms in place to support employees who are experiencing family or domestic violence?

...Employee assistance program (including access to psychologist, chaplain or counsellor)	Yes
...Training of key personnel	No( <i>Select all that apply</i> )
...No	Other (provide details)
...Other (provide details)	While we do not provide training of key personnel, HR would support the appropriate key personnel should an employee require this assistance.
...A domestic violence clause is in an enterprise agreement or workplace agreement	No( <i>Select all that apply</i> )
...No	Other (provide details)
...Other (provide details)	While this is not generally documented in our Enterprise Agreements, we would reasonably support the employee in this situation on a case by case basis.
...Workplace safety planning	No( <i>Select all that apply</i> )
...No	Other (provide details)
...Other (provide details)	We would look to support an employee in this situation on a case by case basis
...Access to paid domestic violence leave (contained in an enterprise/workplace agreement)	No( <i>Select all that apply</i> )
...No	Other (provide details)
...Other (provide details)	We would look to support an employee in this situation on a case by case basis
...Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)	No( <i>Select all that apply</i> )
...No	Other (provide details)
...Other (provide details)	Where an EA is silent on this matter, the Fulton Hogan Domestic Violence Policy which allows for unpaid domestic violence leave would apply.
...Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)	No( <i>Select all that apply</i> )

...No	Other (provide details)
...Other (provide details)	We would look to support an employee in this situation on a case by case basis
...Access to unpaid leave	Yes
...Confidentiality of matters disclosed	Yes
...Referral of employees to appropriate domestic violence support services for expert advice	No( <i>Select all that apply</i> )
...No	Other (provide details)
...Other (provide details)	We would provide a referral to the EAP Service which provides free legal advice, financial counselling, and emotional counselling.
...Protection from any adverse action or discrimination based on the disclosure of domestic violence	Yes
...Flexible working arrangements	Yes
...Provision of financial support (e.g. advance bonus payment or advanced pay)	No( <i>Select all that apply</i> )
...No	Other (provide details)
...Other (provide details)	This would be managed on a case by case basis
...Offer change of office location	No( <i>Select all that apply</i> )
...No	Other (provide details)
...Other (provide details)	No formal policy, but would be managed on a case by case basis
...Emergency accommodation assistance	No( <i>Select all that apply</i> )
...No	Not aware of the need
...Access to medical services (e.g. doctor or nurse)	No( <i>Select all that apply</i> )
...No	Not aware of the need
...Other (provide details)	No( <i>Select all that apply</i> )

3: If your organisation would like to provide additional information relating to family and domestic violence affecting your workplace, please do so below.