



Public report

2017-18

Submitted by

Legal Name: FSS Trustee Corporation

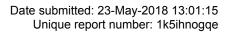






Organisation and contact details

Submitting organisation details	Legal name	FSS Trustee Corporation				
	ABN	11118202672				
	ANZSIC	K Financial and Insurance Services 6330 Superannuation Funds				
	Business/trading name/s	First State Super				
	ASX code (if applicable)					
	Postal address	PO Box 16099 COLLINS STREET WEST VIC 8007 AUSTRALIA				
	Organisation phone number	(03) 8613 9400				
Reporting structure	Ultimate parent	FSS Trustee Corporation				
	Number of employees covered by this report	558				



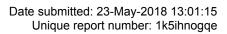




Workplace profile

Manager

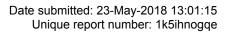
Managanasaynatianal astanavica	Deposition level to CEO	Francisco est atativa	No. of employees			
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees	
		Full-time permanent	0	1	1	
		Full-time contract	0	0	0	
CEO/Head of Business in Australia		Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	0	3	3	
		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	
	-1	Full-time permanent	3	2	5	
		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	15	17	32	
		Full-time contract	0	2	2	
	-2	Part-time permanent	1	0	1	
		Part-time contract	0	0	0	
Soniar Managara		Casual	0	0	0	
Senior Managers		Full-time permanent	1	1	2	
		Full-time contract	0	0	0	
	-3	Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	2	0	2	
		Full-time contract	0	0	0	
Other managers	-2	Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	







Manager annunctional actoroxica	Reporting level to CEO	Employment status	No. of employees		
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees
		Full-time permanent	9	25	34
		Full-time contract	1	1	2
	-3	Part-time permanent	3	0	3
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	10	11	21
		Full-time contract	0	0	0
	-4	Part-time permanent	1	0	1
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	1	4	5
		Full-time contract	0	0	0
	-5	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
	-6	Part-time permanent	1	0	1
		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers			51	68	119



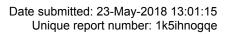




Workplace profile

Non-manager

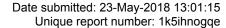
Non manager accumational actogories	Employment status	No. of employees (excluding	graduates and apprentices)	No. of graduates (if applicable)		No. of apprentices (if applicable)		Total employees
Non-manager occupational categories	Lilipioyillelli status	F	M	F	М	F	M	Total employees
	Full-time permanent	89	145	0	0	0	0	234
	Full-time contract	13	8	0	1	0	0	22
Professionals	Part-time permanent	16	4	0	0	0	0	20
	Part-time contract	1	1	0	0	0	0	2
	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	73	53	0	0	0	0	126
	Full-time contract	8	3	0	0	0	0	11
Clerical and administrative	Part-time permanent	14	3	0	0	0	0	17
	Part-time contract	6	1	0	0	0	0	7
	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







Non manager equipational estageries	Employment status	No. of employees (excluding	graduates and apprentices)	No. of graduates	s (if applicable)	No. of apprentice	es (if applicable)	Total employees
Non-manager occupational categories		F	M	F	M	F	М	Total employees
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Labourers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Others	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
	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		220	218	0	1	0	0	439







Reporting questionnaire

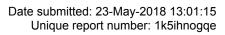
Gender equality indicator 1: Gender composition of workforce

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 2017 to 31 March 2018. (This differs from the workplace profile data which is taken at a point-in-time during the reporting period).
- Answers need to reflect ALL organisations covered in this report.
- If you select "NO, Insufficient resources/expertise" to any option, this may cover human or financial resources.
- 1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

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



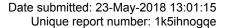


1.4

Promotions



	 Yes (select all applicable answers) □ Policy ☑ Strategy □ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise □ Not a priority
1.5	Talent identification/identification of high potentials
	 ✓ Yes (select all applicable answers) ☐ Policy ☑ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.6	Succession planning
	 ✓ Yes (select all applicable answers) ☐ Policy ☑ Strategy ☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.7	Training and development
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ✓ No (you may specify why no formal policy or formal strategy is in place) ✓ Currently under development, please enter date this is due to be completed ✓ Insufficient resources/expertise ✓ Not a priority
1.8	Key performance indicators for managers relating to gender equality
	 Yes (select all applicable answers) □ Policy □ Strategy ☑ No (you may specify why no formal policy or formal strategy is in place) □ Currently under development, please enter date this is due to be completed □ Insufficient resources/expertise ☑ Not a priority
1.9	Gender equality overall
	 ✓ Yes (select all applicable answers) ✓ Policy ✓ Strategy ✓ No (you may specify why no formal policy or formal strategy is in place) ✓ Currently under development, please enter date this is due to be completed ✓ Insufficient resources/expertise ✓ Not a priority







1.10 How many employees were promoted during the reporting period against each category below?
IMPORTANT: Because promotions are included in the number of appointments in Q1.11, the number of promotions should never exceed appointments.

	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	7	6	10	9
Permanent/ongoing part-time employees	1	0	0	0
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

1.11 How many appointments in total (including the number of promotions above in Q1.10), were made to manager and non-manager roles during the reporting period (based on WGEA-defined managers/non-managers)?

IMPORTANT: promotions need to be added to these totals because they are considered internal appointments.

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	18	22
Number of appointments made to NON-MANAGER roles (including promotions)	71	63

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

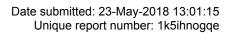
	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	5	6	16	29
Permanent/ongoing part-time employees	2	0	2	2
Fixed-term contract full-time employees	1	0	2	4
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

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

Gender equality indicator 2: Gender composition of governing bodies

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

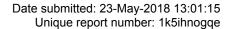
2. The organisation(s) you are reporting on will have a governing body. In the Act, governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer". This question relates to the highest governing body for your Australian entity,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







2.1	Please answer the following ques	stions relating to each governing bo	ody covered in this report.			
	Note: If this report covers more than one organisation, the questions below will be repeated for each organisation before proceeding to question 2.2.					
		body is the same as your parent ent merical details of your parent entity'				
2.1a.1	Organisation name?					
	First State Super Trustee Corporation	on				
2.1b.1	How many Chairs on this govern	ing body?				
		Female	Male			
	Number	0	1			
2.1c.1	How many other members are on	this governing body (excluding the	• Chair/s)?			
	<u></u>	Female	Male			
	Number	6	6			
2.1g.1	☐ Currently under developr☐ Insufficient resources/ex	governing body/board appointments (pe completed			
2.2	Do you have a formal selection p organisations covered in this rep		gy for governing body members for ALL			
	☐ In place for some govern☐ Currently under developr☐ Insufficient resources/ex	mal selection policy or formal selection ling bodies ment, please enter date this is due to b	pe completed			
2.3		as a partnership structure (i.e. selec td or Inc; or an "unincorporated" en				
	☐ Yes ⊠ No					





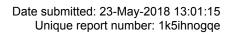


2.5 If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.

Gender equality indicator 3: Equal remuneration between women and men

Equal remuneration between women and men is a key component of improving women's economic security and progressing gender equality.

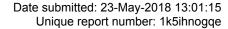
⊠ Ye	s (select all applicable answers) ⊠ Policy
	Strategy
	o (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed
	☐ Insufficient resources/expertise
	☐ Salaries set by awards/industrial or workplace agreements ☐ Non-award employees paid market rate
	☐ Not a priority
	Other (provide details):
3.1	Are specific gender pay equity objectives included in your formal policy and/or formal strategy?
	∑ Yes (provide details in question 3.2 below)
	 No (you may specify why pay equity objectives are not included in your formal policy or formal strategy) ☐ Currently under development, please enter date this is due to be completed
	☐ Salaries set by awards/industrial or workplace agreements
	☐ Insufficient resources/expertise
	 ☐ Non-award employees paid market rate ☐ Not a priority
	Other (provide details):
3.2	Does your formal policy and/or formal strategy include any of the following gender pay equity objectives (select all applicable answers)?
	☑ To achieve gender pay equity
	☐ To ensure no gender bias occurs at any point in the remuneration review process (for example at
	commencement, at annual salary reviews, out-of-cycle pay reviews, and performance pay reviews) ☐ To be transparent about pay scales and/or salary bands
	☑ To ensure managers are held accountable for pay equity outcomes
	 ☑ To implement and/or maintain a transparent and rigorous performance assessment process ☐ Other (provide details):
Have	you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e.
	ucted a gender pay gap analysis)?
⊠ Ye	s - the most recent gender remuneration gap analysis was undertaken:
	☐ More than 2 years ago but less than 4 years ago
	Other (provide details):
∐ No	o (you may specify why you have not analysed your payroll for gender remuneration gaps) ☐ Currently under development, please enter date this is due to be completed
	Insufficient resources/expertise







	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 extense)
IS roor	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)
a55C55	☐ 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).
	Analysis undertaken against the General Market; Financial Services; and Industry Superannuation Market. Analysis also undertaken by Career Level, Jobs Family, Performance, Tenure and Incentives
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)
4.2	If your organisation would like to provide additional information relating to gender equality indicator 3, please do so below: Existing research originally conducted in Feb-April and re-calibrated in October 2017: Applying of First State Super's gooder distributions against two market poor groups. Concret Industries and
	Analysis of First State Super's gender distributions against two market peer groups, General Industries and Financial Services market (Industry Super Funds), has revealed the following findings; Participation rates by seniority level reveal First State Super is performing above-market in regards to female representation rates at more senior levels First State Super is generally aligned to market in regards to participation rates in particular functions,
	however low participation levels within certain higher-paying functions (i.e. Financial Planning) should be investigated The relatively low representation of females in the 35-45 age category could be explored. This is typically a key demographic for future leadership talent and may present a potential risk for future years. The analysis of pay equity reveals First State Super is performing at or above market against most
	measures: o Analysis of fixed remuneration rates relative to the General Market / banding structure suggests females are positioned slightly above (+1%) males for comparable roles (vs. market -3%)







o Analysis of fixed remuneration rates relative to the Financial Services marketplace suggests that females are slightly below (-4%) males for comparable roles (vs. market -4%)

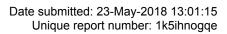
o Certain divisions and performance/tenure categories reveal gaps that could be explored internally by First State

Super.

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

This indicator will enable the collection and use of information from relevant employers about the availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men to combine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental to gender equality and to maximising Australia's skilled workforce.

5.	A "PRIMARY CARER" is the member of a couple or a single carer, REGARDLESS OF GENDER, identified greater responsibility for the day-to-day care of a child.	d as having
	Do you provide EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for wormen, in addition to any government funded parental leave scheme for primary carers?	nen AND
	 ☑ Yes. (Please indicate how employer funded paid parental leave is provided to the primary carer):	Please period of oyer funded
	5.1 How many weeks of EMPLOYER FUNDED paid parental leave for primary carers is provided? If d amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of we provided to eligible employees:	
	14	
5a.	If your organisation would like to provide additional information on your paid parental leave for primary carers e.g. eligibility period, where applicable the maximum number of weeks provided, and other arrangements you may have in place, please do so below.	
	Staff are required to have served 12 months continuous service to be eligible to access paid parental leave. Superannuation is paid on all paid leave entitlements and on any unpaid portion of parental leave, for up to an additional 38 weeks.	







	5.2	 What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY CARERS? In your calculation, you MUST INCLUDE CASUALS when working out the proportion.
		☐ <10% ☐ 10-20% ☐ 21-30% ☐ 31-40% ☐ 41-50% ☐ 51-60% ☐ 61-70% ☐ 71-80% ☐ 81-90% ☑ 91-99% ☐ 100%
3 .		ECONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the ary carer.
		ou provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and en, 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 (e.g. paternity leave) c (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:
		14
6a.		ir organisation would like to provide additional information on your paid parental leave for SECONDARY ERS e.g. eligibility period, other arrangements you may have in place etc, please do so below.
		weeks paid secondary parental leave is to be taken within the first year of birth or adoption. Staff are sed to have served 12 months continuous service to be eligible to access paid secondary parental leave.
	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%

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.

7.





	Primary carer'	s leave	Secondary care	r's leave
	Female	Male	Female	Male
Managers	6	0	0	2

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	21	0	0	6

- 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

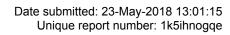
- 8.1 How many NON-MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
 - Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or 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 form	sal nalicy and/or fo	rmal ctratagy on flav	ible working arrangements?
3.	DO VOU HAVE A IOIII	iai Doncy and/or ic	niliai Siraleuv oli liex	ible working arrangements?

Employees are surveyed on whether they have sufficient flexibility

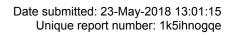
Yes	s <u>(s</u> elect all applicable answers)
∐ No	(you may specify why no formal policy or formal strategy is in place)
	Currently under development, please enter date this is due to be completed
	Insufficient resources/expertise
	Don't offer flexible arrangements
	Not a priority
	☐ Other (provide details):
9.1	You may indicate which of the following are included in your flexible working arrangements strategy:
9.1	_
9.1	☑ A business case for flexibility has been established and endorsed at the leadership level
9.1	 △ A business case for flexibility has been established and endorsed at the leadership level △ Leaders are visible role models of flexible working
9.1	 ☑ A business case for flexibility has been established and endorsed at the leadership level ☑ Leaders are visible role models of flexible working ☑ Flexible working is promoted throughout the organisation
9.1	 ☑ A business case for flexibility has been established and endorsed at the leadership level ☑ Leaders are visible role models of flexible working ☑ Flexible working is promoted throughout the organisation ☑ Targets have been set for engagement in flexible work
9.1	 ☑ A business case for flexibility has been established and endorsed at the leadership level ☑ Leaders are visible role models of flexible working ☑ Flexible working is promoted throughout the organisation ☐ Targets have been set for engagement in flexible work ☐ Targets have been set for men's engagement in flexible work
9.1	 ☑ A business case for flexibility has been established and endorsed at the leadership level ☑ Leaders are visible role models of flexible working ☑ Flexible working is promoted throughout the organisation ☐ Targets have been set for engagement in flexible work ☐ Targets have been set for men's engagement in flexible work ☑ Leaders are held accountable for improving workplace flexibility
9.1	 ☑ A business case for flexibility has been established and endorsed at the leadership level ☑ Leaders are visible role models of flexible working ☑ Flexible working is promoted throughout the organisation ☐ Targets have been set for engagement in flexible work ☐ Targets have been set for men's engagement in flexible work ☑ Leaders are held accountable for improving workplace flexibility ☑ Manager training on flexible working is provided throughout the organisation
9.1	 ☑ A business case for flexibility has been established and endorsed at the leadership level ☑ Leaders are visible role models of flexible working ☑ Flexible working is promoted throughout the organisation ☐ Targets have been set for engagement in flexible work ☐ Targets have been set for men's engagement in flexible work ☑ Leaders are held accountable for improving workplace flexibility







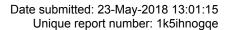
		 ☑ The organisation's approach to flexibility is integrated into client conversations ☑ The impact of flexibility is evaluated (eg reduced absenteeism, increased employee engagement) ☑ Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel ☑ Metrics 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)
11.		ou offer any other support mechanisms, other than leave, for employees with family or caring responsibilities mployer-subsidised childcare, breastfeeding facilities)?
	⊠ Ye □ No	(you may specify why non-leave based measures are not in place) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Not a priority Other (provide details):
	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 some worksites only Available at all worksites On-site childcare Available at some worksites only Available at all worksites Breastfeeding facilities Available at all worksites Available at all worksites Childcare referral services Available at all worksites Childcare referral services Available at all worksites Internal support networks for parents Available at all worksites Internal support networks for parents Available at all worksites Return to work bonus (only select this option if the return to work bonus is NOT the balance of paid parental leave when an employee returns from leave) Available at some worksites only Available at all worksites Targeted communication mechanisms, for example intranet/ forums Available at some worksites only Available at some worksites only Available at some worksites only Available at all worksites Support in securing school holiday care Available at some worksites only Available at all worksites Coaching for employees on returning to work from parental leave Available at some worksites only Available at some worksites Coaching for employees on returning to work from parental leave Available at some worksites







	 □ Available at all worksites □ Parenting workshops targeting mothers □ Available at some worksites only □ Available at all worksites □ Parenting workshops targeting fathers □ Available at some worksites only □ Available at all worksites □ None of the above, please complete question 11.2 below
12.	Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?
	✓ Yes (select all applicable answers)✓ Policy
	☐ Strategy
	 No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
	 ☐ Included in award/industrial or workplace agreements ☐ Not aware of the need ☐ Not a priority
	☐ Other (please provide details):
13.	Other than a formal policy and/or formal strategy, do you have any support mechanisms in place to support employees who are experiencing family or domestic violence?
	 ✓ Yes (select all applicable answers) ✓ Employee assistance program (including access to a psychologist, chaplain or counsellor) ✓ Training of key personnel
	 ☐ A domestic violence clause is in an enterprise agreement or workplace agreement ☐ Workplace safety planning ☐ Access to paid domestic violence leave (contained in an enterprise/workplace agreement) ☐ Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)
	 ☒ Access to paid domestic violence leave (not contained in an enterprise/workplace agreement) ☒ Access to unpaid leave
	 ☑ Confidentiality of matters disclosed ☑ Referral of employees to appropriate domestic violence support services for expert advice ☑ Protection from any adverse action or discrimination based on the disclosure of domestic violence
	☐ Flexible working arrangements☐ Provision of financial support (e.g. advance bonus payment or advanced pay)☐ Offer change of office location
	☐ Emergency accommodation assistance ☐ Access to medical services (e.g. doctor or nurse)
	 ✓ Other (provide details): 1. Specific training for team leaders and support for staff for member of employee domestic violence 2. Organisationally we support White Ribbon Day and communicate awareness
	 No (you may specify why no other support mechanisms are in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
	Not aware of the need
	☐ Not a priority ☐ Other (provide details):
14.	Where any of the following options are available in your workplace, are those option/s available to both women AND men?
	flexible hours of work
	 compressed working weeks time-in-lieu
	• telecommuting
	part-time work
	 job sharing carer's leave
	• purchased leave





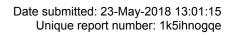


	es, the option/s in place are available to be, some/all options are not available to be	both women and men.	nen informally,	you would se	lect NO.
14.1	Which options from the list below a Unticked checkboxes mean				
		Man	agers	Non-m	anagers
		Formal	Informal	Formal	Informal
	Flexible hours of work				
	Compressed working weeks				
	Time-in-lieu				
	Telecommuting				
	Part-time work				
	Job sharing				
	Carer's leave				
	Purchased leave				
	Unpaid leave				
14.3	Currently under development, plea Insufficient resources/expertise Not a priority	ove options are NOT av	-	-	
14.4	Currently under development, plea Insufficient resources/expertise Not a priority Other (provide details): If your organisation would like to puplease do so below:	se enter date this is due	to be completed	o gender equa	
	Currently under development, plea Insufficient resources/expertise Not a priority Other (provide details): If your organisation would like to pi	se enter date this is due	to be completed	o gender equa	

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

 \boxtimes Survey \boxtimes Consultative committee or group

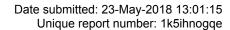
15.1







		☑ Focus groups
		Exit interviews
		Performance discussions
		Other (provide details):
		Staff meetings to discuss gender pay equity study results
	15.2	Who did you consult?
		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.
		We also have numerous questions relating to equity in our employee engagement survey which provide specific insight to build our strategies against
	_	
Ger	nder	equality indicator 6: Sex-based harassment and discrimination
partici	pation.	n of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy raining of managers on SBH is in place.
16.	Do yo	u have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?
	⊠ Ye	s (select all applicable answers)
	<u> </u>	S (coloct all applicable arrowers) S Policy
	_	Strategy
	☐ No	(you may specify why no formal policy or formal strategy is in place)
		Currently under development, please enter date this is due to be completed
		☐ Insufficient resources/expertise ☐ Included in award/industrial or workplace agreement
		☐ Not a priority
		Other (provide details):
	16.1	Do you include a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?
		⊠ Yes
		No (you may specify why a grievance process is not included)
		☐ Currently under development, please enter date this is due to be completed
		☐ Insufficient resources/expertise
		☐ Not a priority
		Other (provide details):
17.	Do yo	u provide training for all managers on sex-based harassment and discrimination prevention?
	⊠ Ye	s - please indicate how often this training is provided:
		At induction
		☐ At least annually ☐ Every one-to-two years





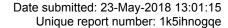


17 1	☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details): If your organisation would like to provide additional information relating to gender equality indicator 6
17.1	If your organisation would like to provide additional information relating to gender equality indicator 6, 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 48.6% females and 51.4% males.

Promotions

- 2. 54.5% of employees awarded promotions were women and 45.5% were men
 - i. 57.1% of all manager promotions were awarded to women
 - ii. 52.6% of all non-manager promotions were awarded to women.
- 3. 9.3% of your workforce was part-time and 3.0% of promotions were awarded to part-time employees.

Resignations

- 4. 40.6% of employees who resigned were women and 59.4% were men
 - i. 57.1% of all managers who resigned were women
 - ii. 36.4% of all non-managers who resigned were women.
- 9.3% of your workforce was part-time and 8.7% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- i. 3.7% 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: First State Super CEO sign off confirmation Name of CEO or equivalent: Michael Dwyer CEO signature: Date: