



# Public report

2019-20

Submitted by

Legal Name: MACA Mining Pty Ltd







# Organisation and contact details

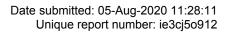
Submitting organisation details	Legal name	MACA Mining Pty Ltd
	ABN	22102886064
	ANZSIC	B Mining 1090 Other Mining Support Services
	Business/trading name/s	MACA Limited
	ASX code (if applicable)	MLD
	Postal address	PO Box 625 WELSHPOOL DC WA 6986 AUSTRALIA
	Organisation phone number	0862422635
Reporting structure	Ultimate parent	MACA Limited
	Number of employees covered by this report	1,564





# All organisations covered by this report

Legal name	Business/trading name/s
MACA Mining Pty Ltd	MACA Limited
MACA Infrastructure Pty Ltd	
MACA Civil Pty Ltd	





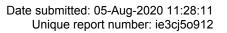


# Workplace profile

## Manager

Managaranahanalastanahan	Demonting level to CEO	Franksyn aut status		1	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	0	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	1	7	8
		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
		Full-time permanent	2	22	24
		Full-time contract	0	0	0
Senior Managers	-2	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	5	45	50
		Full-time contract	0	0	0
Other managers	-3	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers			8	75	83

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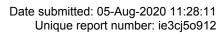


# Workplace profile

#### Non-manager

Non manager equipational estageries	Employment status	No. of employees (exclude	ding graduates and apprentices)	No. of graduate	es (if applicable)	No. of apprent	ices (if applicable)	Total ampleyees
Non-manager occupational categories	Employment status	F	M	F	М	F	М	Total employees
	Full-time permanent	26	173	2	6	0	0	207
	Full-time contract	0	0	0	0	0	0	0
Professionals	Part-time permanent	3	0	0	0	0	0	3
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	320	0	0	0	34	354
	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	62	23	1	0	0	0	86
	Full-time contract	0	0	0	0	0	0	0
Clerical and administrative	Part-time permanent	1	0	0	0	0	0	1
	Part-time contract	0	0	0	0	0	0	0
	Casual	7	2	0	0	0	0	9
	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	121	610	0	0	0	0	731
	Full-time contract	0	0	0	0	0	0	0
Machinery operators and drivers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0

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Non manager equipational estagerica	Employment status	No. of employees (exclude	ling graduates and apprentices)	No. of graduate	s (if applicable)	No. of apprent	ices (if applicable)	Total ampleyees
Non-manager occupational categories	Employment status	F	M	F	M	F	М	Total employees
	Full-time permanent	4	84	0	0	0	0	88
	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	2	0	0	0	0	2
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Others	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Grand total: all non-managers		224	1,214	3	6	0	34	1,481

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# Reporting questionnaire

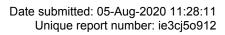
#### Gender equality indicator 1: Gender composition of workforce

This indicator seeks information about the gender composition of relevant employers in a standardised format, to enable the aggregation of data across and within industries. The aggregated data in your workplace profile assists relevant employers in understanding the characteristics of their workforce, including in relation to occupational segregation, the position of women and men in management within their industry or sector, and patterns of potentially insecure employment.

#### NB. IMPORTANT:

- References to the Act mean the Workplace Gender Equality Act 2012.
- A formal 'policy' and/or 'formal strategy' in this questionnaire refers to formal policies and/or strategies that are either standalone or contained within another formal policy/formal strategy.
- Data provided in this reporting questionnaire covers the TOTAL reporting period from 1 April 2019 to 31 March 2020. (This differs from the workplace profile data which is taken at a point-in-time during the reporting period).
- Answers need to reflect ALL organisations covered in this report.
- If you select "NO, Insufficient resources/expertise" to any option, this may cover human or financial resources.
- 1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

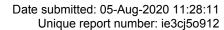
1.1	Recruitment
	<ul> <li>Yes (select all applicable answers)</li> <li>□ Policy</li> <li>□ Strategy</li> <li>□ No (you may specify why no formal policy or formal strategy is in place)</li> <li>□ Currently under development, please enter date this is due to be completed</li> <li>□ Insufficient resources/expertise</li> <li>□ Not a priority</li> </ul>
1.2	Retention
	<ul> <li>Yes (select all applicable answers)</li> <li>□ Policy</li> <li>□ Strategy</li> <li>☑ No (you may specify why no formal policy or formal strategy is in place)</li> <li>☑ Currently under development, please enter date this is due to be completed</li> <li>☐ June 2021</li> <li>☐ Insufficient resources/expertise</li> <li>☐ Not a priority</li> </ul>
1.3	Performance management processes
	<ul> <li>Yes (select all applicable answers)</li> <li>□ Policy</li> <li>□ Strategy</li> <li>☑ No (you may specify why no formal policy or formal strategy is in place)</li> <li>☑ Currently under development, please enter date this is due to be completed June 2022</li> </ul>







	☐ 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 ☐ June 2021 ☐ 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 ☐ June 2021 ☐ 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 June 2021 ☐ 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 ☐ June 2022 ☐ 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
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
☐ 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	gers	Non-ma	nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	1	2	0	27
Permanent/ongoing part-time employees	0	0	0	0
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

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

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	3	27
Number of appointments made to NON-MANAGER roles (including promotions)	142	923

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

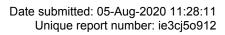
	Mana	gers	Non-ma	nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	0	7	94	846
Permanent/ongoing part-time employees	0	0	0	0
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

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

MACA Perth management process on training and development is based on individual performance and skill gaps not gender based

### Gender equality indicator 2: Gender composition of governing bodies

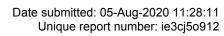
Gender composition of governing bodies is an indicator of gender equality at the highest level of organisational leadership and decision-making. This gender equality indicator seeks information on the representation of women and men on governing bodies. The term "governing body" in relation to a relevant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







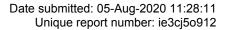
	of directors, trustees, commi	ittee of management, council or other go erning body for your Australian entity, e	
2.1	Please answer the following	questions relating to each governing bo	ody covered in this report.
	Note: If this report covers m organisation before proceed	ore than one organisation, the questions	s below will be repeated for each
	If your organisation's govern	ning body is the same as your parent entering the numerical details of your parent entity?	
2.1a.1	Organisation name?		
	MACA Limited		
2.1b.1	What gender is the Chair on Chair at your last meeting)?	this governing body (if the role of the Cl	hair rotates, enter the gender of t
	Number	0	1
	Number	0	7
	Number	0	7
2.1d.1	Has a target been set to incr  Yes  No (you may specify why a  Governing body/boa  Currently under dev  Insufficient resource  Do not have control  Not a priority	target has not been set) and has gender balance (e.g. 40% women/4 relopment, please enter date this is due to be es/expertise over governing body/board appointments (	is governing body? 10% men/20% either) be completed
	Has a target been set to incr  Yes  No (you may specify why a Governing body/boa Currently under dev Insufficient resource Do not have control Not a priority Other (provide deta	target has not been set) and has gender balance (e.g. 40% women/4 relopment, please enter date this is due to be es/expertise over governing body/board appointments ( ils):	is governing body? 10% men/20% either) be completed
	Has a target been set to incr  Yes  No (you may specify why a  Governing body/boa  Currently under dev  Insufficient resource  Do not have control  Not a priority  Other (provide deta	target has not been set) and has gender balance (e.g. 40% women/4 relopment, please enter date this is due to be es/expertise over governing body/board appointments ( ils):	is governing body? 10% men/20% either) be completed
2.1e.1	Has a target been set to incr  Yes  No (you may specify why a  Governing body/boa  Currently under dev  Insufficient resource  Do not have control  Not a priority  Other (provide deta  What is the percentage (%) to	target has not been set) and has gender balance (e.g. 40% women/4 relopment, please enter date this is due to be es/expertise over governing body/board appointments ( ils):  arget?	is governing body? 10% men/20% either) be completed
2.1e.1	Has a target been set to incr  Yes  No (you may specify why a  Governing body/boa  Currently under dev  Insufficient resource  Do not have control  Not a priority  Other (provide deta  What is the percentage (%) to	target has not been set) and has gender balance (e.g. 40% women/4 relopment, please enter date this is due to be es/expertise over governing body/board appointments ( ils):  arget?	is governing body? 10% men/20% either) be completed
2.1e.1 2.1f.1	Has a target been set to incr  Yes  No (you may specify why a  Governing body/boa  Currently under dev  Insufficient resource  Do not have control  Not a priority  Other (provide deta  What is the percentage (%) to  20  What year is the target to be	target has not been set) and has gender balance (e.g. 40% women/4 relopment, please enter date this is due to be es/expertise over governing body/board appointments ( ils):  arget?	is governing body? 10% men/20% either) be completed
2.1e.1 2.1f.1	Has a target been set to incr  Yes  No (you may specify why a  Governing body/boa  Currently under dev  Insufficient resource  Do not have control  Not a priority  Other (provide deta  What is the percentage (%) to  20  What year is the target to be	target has not been set) and has gender balance (e.g. 40% women/4 relopment, please enter date this is due to be es/expertise over governing body/board appointments ( ils):  arget?  reached?	is governing body? 10% men/20% either) be completed
2.1e.1 2.1f.1	Has a target been set to incr  Yes  No (you may specify why a  Governing body/boa  Currently under dev  Insufficient resource  Do not have control  Not a priority  Other (provide deta  What is the percentage (%) to  20  What year is the target to be  2020  Are you reporting on any oth  Yes  No	target has not been set) and has gender balance (e.g. 40% women/4 relopment, please enter date this is due to be es/expertise over governing body/board appointments ( ils): arget?  reached?  ner organisations in this report?	is governing body?  10% men/20% either) be completed (provide details why):







		☐ Policy
		☐ Strategy ☐ No (you may specify why no formal selection policy or formal selection strategy is in place)
		☐ In place for some governing bodies
		□ Currently under development, please enter date this is due to be completed     □ June 2022
		☐ Insufficient resources/expertise
		☐ Do not have control over governing body appointments (provide details why)
		☐ Not a priority
		☐ Other (provide details):
	2.3	Does your organisation operate as a partnership structure (i.e. select NO if your organisation is an "incorporated" entity - Pty Ltd, Ltd or Inc; or an "unincorporated" entity)?
		☐ Yes ⊠ No
	2.5	If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.
Ger	nder	equality indicator 3: Equal remuneration between women and men
		eration between women and men is a key component of improving women's economic security and progressing
	r equali	
3.	Do vo	u have a formal policy and/or formal strategy on remuneration generally?
•.		
	∐ Ye	s (select all applicable answers)
		☐ Policy ☐ Strategy
	⊠ No	(you may specify why no formal policy or formal strategy is in place)
		Currently under development, please enter date this is due to be completed
		☐ Insufficient resources/expertise ☐ Salaries set by awards/industrial or workplace agreements
		Non-award employees paid market rate
		Not a priority
		Other (provide details):
4.		you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. ucted a gender pay gap analysis)?
	⊠ Ye	s - the most recent gender remuneration gap analysis was undertaken:
		<ul><li>☑ Within last 12 months</li><li>☑ Within last 1-2 years</li></ul>
		☐ More than 2 years ago but less than 4 years ago
	_	Other (provide details):
	☐ No	(you may specify why you have not analysed your payroll for gender remuneration gaps)
		☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
		Salaries for ALL employees (including managers) are set by awards or industrial agreements AND there is no
		for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or
	qualifi	cations)  ☐ Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there
	IS roo	m for discretion in pay changes (because pay increases can occur with some discretion such as performance
		sments)
		□ Non-award employees paid market rate
		☐ Not a priority ☐ Other (provide details):
		<u> </u>







•		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).				
•	1.1 Did y	ou take any actions as a result of your gender remuneration gap analysis?				
		cs – indicate what actions were taken (select all applicable answers)  Created a pay equity strategy or action plan  Identified cause/s of the gaps  Reviewed remuneration decision-making processes  Analysed commencement salaries by gender to ensure there are no pay gaps  Analysed performance ratings to ensure there is no gender bias (including unconscious bias)  Analysed performance pay to ensure there is no gender bias (including unconscious bias)  Trained people-managers in addressing gender bias (including unconscious bias)  Set targets to reduce any organisation-wide gaps  Reported pay equity metrics (including gender pay gaps) to the governing body  Reported pay equity metrics (including gender pay gaps) to the executive  Reported pay equity metrics (including gender pay gaps) to all employees  Reported pay equity metrics (including gender pay gaps) externally  Corrected like-for-like gaps  Conducted a gender-based job evaluation process  Implemented other changes (provide details):  O(you may specify why no actions were taken resulting from your remuneration gap analysis)  No unexplainable or unjustifiable gaps identified  Currently under development, please enter date this is due to be completed  Insufficient resources/expertise  Salaries set by awards/industrial or workplace agreements  Non-award employees are paid market rate  Unable to address cause/s of gaps (provide details why):  Not a priority  Other (provide details):				
•		r organisation would like to provide additional information relating to gender equality indicator 3, see do so below:				
with  This ind employr supportito comb	family icator will en nent terms, on ng employee ine paid wor	rality indicator 4: Flexible working and support for employees and caring responsibilities  able the collection and use of information from relevant employers about the availability and utility of conditions and practices relating to flexible working arrangements for employees and to working arrangements as with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men k and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental and to maximising Australia's skilled workforce.				
		Y CARER" is the member of a couple or a single carer, REGARDLESS OF GENDER, identified as having onsibility for the day-to-day care of a child.				
		ride EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for women AND ition to any government funded parental leave scheme for primary carers?				
	☐ By ☐ By ime over wh	ase indicate how employer funded paid parental leave is provided to the primary carer):  paying the gap between the employee's salary and the government's paid parental leave scheme  paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of ich it is paid. For example, full pay for 12 weeks or half pay for 24 weeks  a lump sum payment (paid pre- or post- parental leave, or a combination)				





	indicate how employer funded paid parental leave is provided to women ONLY):    By paying the gap between the employee's salary and the government's paid 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, we offer paid parental leave for primary carers that is available to men ONLY. (Please indicate how employer funded paid parental leave is provided to men ONLY):   By paying the gap between the employee's salary and the government's paid parental leave scheme   By paying the employee's full salary (in addition to the government's paid 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, not available (you may specify why this leave is not provided)   Currently under development, please enter date this is due to be completed   Insufficient resources/expertise   Government scheme is sufficient   Not a priority   Other (provide details):   Under review for 2021
6.	A "SECONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the primary carer.
	Do you provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and women, in addition to any government funded parental leave scheme for secondary carers?
	<ul> <li>Yes</li> <li>No, we offer paid parental leave for SECONDARY CARERS that is available to men ONLY (e.g. paternity leave)</li> <li>No, we offer paid parental leave for SECONDARY CARERS that is available to women ONLY</li> <li>No (you may specify why employer funded paid parental leave for secondary carers is not paid)</li> <li>□ Currently under development, please enter date this is due to be completed</li> <li>□ Insufficient resources/expertise</li> <li>□ Government scheme is sufficient</li> <li>□ Not a priority</li> <li>☑ Other (provide details):</li> <li>Under review for 2021</li> </ul>

No we offer paid parental leave for primary earers that is available to women ONLY (a.g. maternity leave) (Please

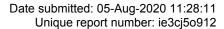
7. How many MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.

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

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

	Primary carer's leave		Secondary carer's leave	
	Female	Male	Female	Male
Non-managers	3	0	0	2

- 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.





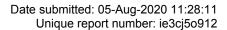


	Female	Male
Managers	0	0

- 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

	Non-managers	1	0
<b>9</b> .	Do you have a formal policy and/or formal stra	ategy on flexible working	arrangements?
	<ul> <li>Yes (select all applicable answers)</li> <li>□ Policy</li> <li>□ Strategy</li> <li>☑ No (you may specify why no formal policy or formal flexible arrangement, please of the policy of the place of the policy of the pol</li></ul>	enter date this is due to be o	completed
10.	Do you have a formal policy and/or formal stra	ategy to support employe	es with family or caring responsibilities?
		enter date this is due to be	completed
11.	Do you offer any other support mechanisms, (eg, employer-subsidised childcare, breastfee		oyees with family or caring responsibilities
	☐ Yes ☐ No (you may specify why non-leave based me ☐ Currently under development, please e ☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details):		completed
12.	Do you have a formal policy and/or formal straviolence?	ategy to support employe	es who are experiencing family or domestic
	☐ Yes (select all applicable answers) ☐ Policy ☐ Strategy ☐ No (you may specify why no formal policy or formal currently under development, please of lnsufficient resources/expertise	ormal strategy is in place) enter date this is due to be o	completed





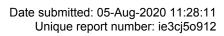


	<ul> <li>Included in award/industrial or workplace agreements</li> <li>Not aware of the need</li> <li>Not a priority</li> <li>Other (please provide details):</li> </ul>
13.	Other than a formal policy and/or formal strategy, do you have any support mechanisms in place to support
	employees who are experiencing family or domestic violence?
	<ul> <li>✓ Yes (select all applicable answers)</li> <li>✓ Employee assistance program (including access to a psychologist, chaplain or counsellor)</li> <li>☐ Training of key personnel</li> <li>☐ A domestic violence clause is in an enterprise agreement or workplace agreement</li> <li>☐ Workplace safety planning</li> <li>☐ Access to paid domestic violence leave (contained in an enterprise/workplace agreement)</li> <li>☐ Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)</li> <li>☐ Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)</li> </ul>
	<ul> <li>☑ Provision of financial support (e.g. advance bonus payment or advanced pay)</li> <li>☐ Offer change of office location</li> <li>☑ Emergency accommodation assistance</li> <li>☑ Access to medical services (e.g. doctor or nurse)</li> <li>☐ Other (provide details):</li> </ul>
	<ul> <li>No (you may specify why no other support mechanisms are in place)</li> <li>□ Currently under development, please enter date this is due to be completed</li> <li>□ Insufficient resources/expertise</li> <li>□ Not aware of the need</li> <li>□ Not a priority</li> <li>□ Other (provide details):</li> </ul>
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
	<ul> <li>telecommuting</li> <li>part-time work</li> </ul>
	• job sharing
	• carer's leave
	purchased leave     unneid leave
	<ul> <li>unpaid leave.</li> <li>Options may be offered both formally and/or informally.</li> <li>For example, if time-in-lieu is available to women formally but to men informally, you would select NO.</li> </ul>
	<ul><li>☑ Yes, the option/s in place are available to both women and men.</li><li>☑ No, some/all options are not available to both women AND men.</li></ul>
	<ul> <li>14.1 Which options from the list below are available? Please tick the related checkboxes.</li> <li>Unticked checkboxes mean this option is NOT available to your employees.</li> </ul>





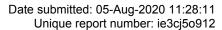
			Managers		Non-managers	
			Formal	Informal	Formal	Informal
		Flexible hours of work		$\boxtimes$		$\boxtimes$
		Compressed working weeks				
		Time-in-lieu				$\boxtimes$
		Telecommuting		$\boxtimes$		$\boxtimes$
		Part-time work	$\boxtimes$		$\boxtimes$	
		Job sharing				
		Carer's leave			$\boxtimes$	
		Purchased leave				
		Unpaid leave		$\boxtimes$		$\boxtimes$
	14.3	You may specify why any of the above optio  Currently under development, please enter of Insufficient resources/expertise  Not a priority Other (provide details):		-	employees.	
	14.4	If your organisation would like to provide ad please do so below:	ditional inform	nation relating to	gender equa	lity indicator 4,
<b>con</b> This g	cerr	equality indicator 5: Consulting gender equality in the very equality indicator seeks information on what constant ender equality in the workplace.	vorkplace	9		
15.	Have	you consulted with employees on issues con	cerning gende	r equality in you	ır workplace?	
	⊠ Ye □ No	s (you may specify why you have not consulted wi  Not needed (provide details why): Insufficient resources/expertise Not a priority Other (provide details):	th employees o	on gender equalit	y)	
	15.1	How did you consult with employees on issu	ues concerninç	g gender equalit	y in your worl	kplace?
		<ul> <li>Survey</li> <li>Consultative committee or group</li> <li>Focus groups</li> <li>Exit interviews</li> <li>Performance discussions</li> <li>Other (provide details):</li> </ul>				
	15.2	Who did you consult?				
		☐ All staff ☐ Women only ☐ Men only ☑ Human resources managers				







		<ul> <li>✓ Management</li> <li>✓ Employee representative group(s)</li> <li>☐ Diversity committee or equivalent</li> <li>☐ Women and men who have resigned while on parental leave</li> <li>☐ Other (provide details):</li> </ul>
	15.3	If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.
		MACA is developing a gender equality plan for approval and implementation in 2021
Gen	nder	equality indicator 6: Sex-based harassment and discrimination
particip	oation. S	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?
		s (select all applicable answers)  Policy Strategy  (you may specify why no formal policy or formal strategy is in place)
	□ NO	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?
		<ul> <li>✓ Yes</li> <li>☐ No (you may specify why a grievance process is not included)</li> <li>☐ Currently under development, please enter date this is due to be completed</li> <li>☐ Insufficient resources/expertise</li> <li>☐ Not a priority</li> <li>☐ Other (provide details):</li> </ul>
17.	Do yo	u provide training for all managers on sex-based harassment and discrimination prevention?
		s - please indicate how often this training is provided:  At induction  At least annually  Every one-to-two years  Every three years or more  Varies across business units  Other (provide details):
	∐ No	(you may specify why this training is not provided)  Currently under development, please enter date this is due to be completed  Insufficient resources/expertise  Not a priority  Other (provide details):
	17.1	If your organisation would like to provide additional information relating to gender equality indicator 6, please do so below:



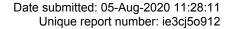




#### Other

18. If your organisation has introduced any outstanding initiatives that have resulted in improved gender equality in your workplace, please tell us about them.

(As with all questions in this questionnaire, information you provide here will appear in your public report.)







#### Gender composition proportions in your workplace

#### Important notes:

- 1. Proportions are based on the data contained in your workplace profile and reporting questionnaire.
- Some proportion calculations will not display until you press **Submit** at step 6 on the reporting page in the portal. When your CEO signs off the report prior to it being submitted, it is on the basis that the proportions will only reflect the data contained in the report.
- 3. If any changes are made to your report after it has been submitted, the proportions calculations will be refreshed and reflect the changes after you have pressed **Re-submit** at step 6 on the reporting page.

#### Based upon your workplace profile and reporting questionnaire responses:

#### Gender composition of workforce

1. the gender composition of your workforce overall is 15.0% females and 85.0% males.

#### **Promotions**

- 2. 3.3% of employees awarded promotions were women and 96.7% were men
  - i. 33.3% of all manager promotions were awarded to women
  - ii. 0.0% of all non-manager promotions were awarded to women.
- 3. 0.3% of your workforce was part-time and 0.0% of promotions were awarded to part-time employees.

#### Resignations

- 4. 9.9% of employees who resigned were women and 90.1% were men
  - i. 0.0% of all managers who resigned were women
  - ii. 10.0% of all non-managers who resigned were women.
- 0.3% 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. 33.3% of all women who utilised parental leave ceased employment before returning to work
- ii. 0.0% of all men who utilised parental leave ceased employment before returning to work
- iii. N/A managers who utilised parental leave and ceased employment before returning to work were women
- iv. 100.0% of all non-managers who utilised parental leave and ceased employment before returning to work were women.

# Notification and access List of employee organisations: CEO sign off confirmation Name of CEO or equivalent: Mike Sutton CEO signature: Date: