



## 2015-16 public report form submitted by Downer EDI Rail Pty Ltd to the Workplace Gender Equality Agency

## Organisation and contact details

Organisation	Legal name	Downer EDI Rail Pty Ltd
registration	ABN	92000002031
_	ANZSIC	2393 Railway Rolling Stock
		Manufacturing and Repair Services
Organisation details	Trading name/s ASX code (if relevant)	
	Postal address	Level 1, Triniti 1, Triniti Business
		Campus, 39 Delhi Road
		NORTH RYDE NSW 2113
		AUSTRALIA
	Organisation	0294689700
	phone number	
Reporting	Ultimate parent	Downer EDI Limited
structure	Number of	1,238
	employees covered in this report submission	
	Other organisations reported on in this report	EDI Rail PPP Maintenance Pty Limited





# Workplace profile Manager

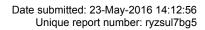
Managar acquinational actorories	Departing level to CEO	Employment status	No. of employees			
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees	
		Full-time permanent	0	1	1	
		Full-time contract	0	0	0	
CEO/Head of Business in Australia	0	Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	0	3	3	
		Full-time contract	0	2	2	
Key management personnel	-1	Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	3	19	22	
	-2	Full-time contract	0	3	3	
Other executives/General managers		Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	8	46	54	
	-3	Full-time contract	0	2	2	
Senior Managers		Part-time permanent	2	0	2	
-		Part-time contract	0	1	1	
		Casual	0	0	0	
		Full-time permanent	0	70	70	
		Full-time contract	0	1	1	
	-4	Part-time permanent	1	0	1	
		Part-time contract	0	0	0	
Others		Casual	0	0	0	
Other managers		Full-time permanent	3	13	16	
		Full-time contract	1	0	1	
	-5	Part-time permanent	0	0	0	
		Part-time contract	0	0	0	
		Casual	0	0	0	
Grand total: all managers	-	-	18	161	179	





### Non-manager

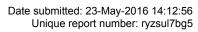
Non-manager occupational	Employment		excluding graduates and prentices)		aduates (if		prentices (if licable)	Total
categories	status	F	M	F	М	F	М	- employees
	Full-time permanent	39	127	1	9	0	0	176
	Full-time contract	2	17	0	0	0	0	19
Professionals	Part-time permanent	1	0	0	0	0	0	1
	Part-time contract	0	1	0	0	0	0	1
	Casual	0	0	0	0	0	0	0
	Full-time permanent	6	694	0	0	5	49	754
	Full-time contract	1	29	0	0	0	0	30
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	23	1	0	0	0	0	24
	Full-time contract	4	0	0	0	0	0	4
Clerical and administrative	Part-time permanent	5	0	0	0	0	0	5
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
Sales	Full-time contract	0	0	0	0	0	0	0
	Part-time permanent	0	0	0	0	0	0	0







Non-manager occupational categories	Employment status	No. of employees (excluding graduates and apprentices)		No. of graduates (if applicable)		No. of apprentices (if applicable)		Total
Categories		F	M	F	M	F	М	employees
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Machinery operators and drivers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	14	0	0	0	0	14
	Full-time contract	0	0	0	0	0	0	0
Labourers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	1	30	0	0	0	0	31
	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		82	913	1	9	5	49	1,059



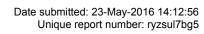




## Reporting questionnaire

Gender equality indicator 1: Gender composition of workforce

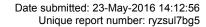
1 Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY in relation to:
1.1 Recruitment?  ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained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







<ul><li>☐ Standalone policy</li><li>☐ Policy is contained within another policy</li><li>☐ Standalone strategy</li></ul>
<ul> <li>No, currently under development</li> <li>No, insufficient human resources staff</li> <li>No, don't have expertise</li> <li>No, not a priority</li> </ul>
1.6 Succession planning?  ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy
<ul> <li>No</li> <li>No, currently under development</li> <li>No, insufficient human resources staff</li> <li>No, don't have expertise</li> <li>No, not a priority</li> </ul>
1.7 Training and development?  ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy
<ul> <li>No</li> <li>No, currently under development</li> <li>No, insufficient human resources staff</li> <li>No, don't have expertise</li> <li>No, not a priority</li> </ul>
1.8 Resignations?  ☐ Yes (you can select policy and/or strategy options) ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy
□ No □ No, currently under development □ No, insufficient human resources staff □ No, don't have expertise □ No, not a priority
1.9 Key performance indicators for managers relating to gender equality?  Yes (you can select policy and/or strategy options)  Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy
<ul> <li>No</li> <li>No, currently under development</li> <li>No, insufficient human resources staff</li> <li>No, don't have expertise</li> <li>No, not a priority</li> </ul>
<ul><li>1.10 Gender equality overall?</li><li>☑ Yes (you can select policy and/or strategy options)</li></ul>







Standalone policy
□ Policy is contained within another policy
☐ Standalone strategy
☐ Strategy is contained within another strategy
No
No, currently under development
No, insufficient human resources staff
No, don't have expertise
No, not a priority

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

The Downer Group Diversity & Inclusiveness Policy and the Diversity & Inclusiveness Plan have a particular focus on gender and seek to promote a workplace that values diversity. The Downer Standards of Business Conduct that apply to all employees states that our "aim is to ensure equal treatment and equal employment opportunities for all our people, regardless of gender".

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

All appointments need to be included regardless of how they were made, for example through recruitment exercises, cold canvassing, previously-submitted resumes.

	Managers		Non-managers	
	Female	Male	Female	Male
NUMBER of appointments made	2	11	16	121

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

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

,	Managers		Non-managers	
	Female	Male	Female	Male
Permanent/ongoing full-time employees	3	18	3	46
Permanent/ongoing part-time employees	0	0	0	0
Fixed-term contract full-time employees	0	4	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

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

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

who are subject to employer-initiated terminations of redundancies.)								
	Manag	jers	Non-man	agers				
	Female	Male	Female	Male				





	Managers		Non-managers	
	Female	Male	Female	Male
Permanent/ongoing full-time employees	5	16	28	65
Permanent/ongoing part-time employees	0	0	1	2
Fixed-term contract full-time employees	0	5	4	48
Fixed-term contract part-time employees	0	0	0	2
Casual employees	0	0	3	4

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

The number of female non-manager resignations was greatly affected by an organisational restructure which saw many female employees transferred out of Downer EDI Rail Pty Limited and into Downer EDI Services Pty Limited. Whilst these are recorded as resignations from Downer EDI Rail Pty Limited they were effectively transfers from one reporting entity into the other.

Gender equality indicator 2: Gender composition of governing bodies

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

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





	Organisation			NUMBE gove body membe	ler and R of other erning /board ers (NOT entage)	% target for representation of women on each governing body/board	Year to be reached
	name	F (Chair)	M (Chair)	F	M	(enter 0 if no target has been set, or enter a % between 1- 100)	(in YYYY format; if no target has been set, leave blank)
01	Downer EDI Limited	0	1	2	4	0	
02							
03							
04							
05							
06							
07							
80							
09							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							
21							
22							
23							





	Organisation	Gender and NUMBER of chairperson/s (NOT percentage)		Gender and NUMBER of other governing body/board members (NOT percentage)		% target for representation of women on each governing body/board	Year to be reached
	name	F (Chair)	M (Chair)	F M		(enter 0 if no target has been set, or enter a % between 1- 100)	(in YYYY format; if no target has been set, leave blank)
24							
25							
26							
27							
28							
29							
30							
2.2	If a target re					as not been set fo	r any of the

							i
29							
30							
	erning bodies lis Governing body Currently under nsufficient huma Don't have expe	sted above /board ha: developm an resourd ertise	e, you ma s gender lent ces staff	y specify v balance (e	why below: e.g. 40% wo	as not been set foomen/40% men/20	9% either)
$\boxtimes$ (		to be an a				e will continue to vermost recent 2 ap	
□ \( \)	y/board membe /es (you can se	rs for ALL lect policy one policy contained one strate r is contain	organisa and/or s d within a gy ned withir	tions cove trategy op nother pol	ered in this i tions) icy strategy	selection strategy report?	/ for governing
۱ ا	No, currently un No, insufficient h	der develonuman res	opment sources st	aff		intments (provide	details why):
□ N ⊠ N	No, don't have e No, not a priority No, other (provid Whist no formal undertaken.	, de details)		exists, info	rmal meas	ures and actions h	nave been





2.4 Partnership structures only: (only answer this question if your organisation operates under a partnership structure, ie is NOT an incorporated entity (ie Pty Ltd, Ltd or Inc), or an unincorporated entity).

Please enter the total number of female and male equity partners (excluding the managing partner) in the following table against the relevant WGEA standardised manager definitions. Non-equity (salaried) partners need to be included in your workplace profile.

Details of your managing partner should be included separately in the CEO row of your workplace profile.

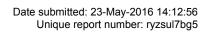
NB: Please ensure that the composition of your governing body/board (which may include all or some of your equity partners below) is also entered in question 2.1.

	Full- time females	Part- time females	Full- time males	Part- time males
Equity partners who ARE key management personnel (KMPs) (excluding your managing partner)				
Equity partners who are "Other executives/General managers"				
Equity partners who are "Senior managers"				
Equity partners who are "Other managers"				

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

Gender equality indicator 3: Equal remuneration between women and men Do you have a formal policy and/or formal strategy on remuneration generally? Standalone policy □ Policy is contained within another policy ☐ Standalone strategy Strategy is contained within another strategy No No, currently under development No, insufficient human resources staff No, included in workplace agreement No, don't have expertise No, salaries set by awards or industrial agreements ☐ No, non-award employees paid market rate ☐ No, not a priority ☐ No, other (provide details): 3.1 Are specific gender pay equity objectives included in your formal policy and/or formal strategy? Yes (provide details in questions 3.2 and/or 3.3 below) No, currently under development ☐ No, insufficient human resources staff No, don't have expertise

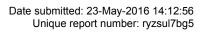
No, salaries set by awards or industrial agreementsNo, non-award employees are paid market rate







<ul><li>No, not a priority</li><li>No, other (provide details):</li></ul>
You have answered yes to question 3.1. Please indicate whether your formal policy or formal strategy includes the following gender pay equity objectives (more than one option can be selected):  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 (Please provide details in question 3.3 below)
Provide details of other gender pay equity objectives that are included in your formal policy or formal strategy including timeframes for achieving these objectives:
Has a gender remuneration gap analysis been undertaken? (This is a payroll analysi to determine whether there are any gaps between what women and men are paid.)  Yes. When was the most recent gender remuneration gap analysis undertaken?  Within last 12 months  Within last 1-2 years  More than 2 years ago but less than 4 years ago  Other (provide details):
No, currently under development  No, insufficient human resources staff  No, don't have expertise  No, salaries for ALL employees (including managers) are set by awards or industrial agreements, AND there is no room for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or qualifications)  No, salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there IS room for discretion in pay changes (because pay increases can occur with some discretion such as performance assessments)  No, non-award employees are paid market rate  No, not a priority  No, other (provide details):
4.01 Should you wish to provide details on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like, organisation-wide), please do so below: A "like for like" organisational wide remuneration gap analysis for white collar (salaried) employees commenced in December 2015 and is expected to be complete by June 2016. Salaries for our blue collar workforce are set by awards or industrial agreements and there is no room for discretion in pay changes (because pay increases occur only when there is a change in tenure or qualifications).
4.1 Were any actions taken as a result of your gender remuneration gap analysis?  Yes - please indicate what actions were taken (more than one option can be selected):  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 like-for-like gaps
☐ Set targets to reduce any ince-tor-like gaps ☐ Set targets to reduce any organisation-wide gaps
Reported pay equity metrics (including gender pay gaps) to the governing
body/board
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):
_ ' ' ' ' ' '
□ No
☐ No unexplainable or unjustifiable gaps identified
□ No, currently under development
☐ No, insufficient human resources staff
No, don't have expertise
No, salaries set by awards or industrial agreements
No, non-award employees are paid market rate
No, unable to address cause/s of gaps (provide details why):
□ No. and a mileste.
<ul><li>No, not a priority</li><li>No, other (provide details):</li></ul>
Tho, other (provide details).
4.2 Should you wish to provide additional information on any of your responses under
gender equality indicator 3, please do so below:
The gender remuneration gap analysis has commenced in the last 12 months and is currently
well advanced.
Gender equality indicator 4: Flexible working and support for employees with family and
caring responsibilities
E D L ( L L ( DDMADY OADEDO :
Do you provide employer funded paid parental leave for PRIMARY CARERS, in
addition to any government funded parental leave scheme for primary carers?
Yes. (Please indicate how employer funded paid parental leave is provided to the primary
carer):
By paying the gap between the employee's salary and the government's paid
parental leave scheme  By paying the employee's full salary (in addition to the government's paid
scheme), regardless of the period of time over which it is paid. For example, full pay for 12
weeks or half pay for 24 weeks
As a lump sum payment (paid pre- or post- parental leave, or a combination)
No
No, currently being considered
No, insufficient human resources staff
No, government scheme is sufficient
No, don't know how to implement
No, not a priority
No, other (provide details):
5.1 Please indicate the MINIMUM number of weeks of EMPLOYER FUNDED paid
parental leave that is provided for primary carers.
12





Optional: If you wish to provide additional details on the eligibility period/s and the maximum number of paid parental leave offered to primary carers, please do so below:

- 5.1a What is the eligibility period for employees to access the MINIMUM amount of employer funded paid parental leave (ie how long do employees need to be employed to access this MINIMUM amount in months)?

  12
- 5.1b If you offer different amounts of employer funded paid parental leave, what is the MAXIMUM number of weeks of employer funded paid parental leave that is provided for primary carers (in weeks)?
- 5.1c What is the eligibility period for employees to access the MAXIMUM amount of employer funded paid parental leave (ie how long do employees need to be employed to access this MAXIMUM amount in months)?
- 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. For example, if ALL employees have access to employer funded paid parental leave for PRIMARY CARERS, including casuals, you would enter 100%. If casuals do not have access to this leave, your figure would always be less than 100%.

Please enter a whole number that represents the percentage of employees to the nearest 10th percentile, e.g. if 23.4% enter 20; if 45.7% enter 50).

	Primary carer's leave
Percentage:	100

6	Do you provide employer funded paid parental leave for SECONDARY CARERS, ir
additio	n to any government funded parental leave scheme for secondary carers?
	s, one week or greater (please go to 6.1)
Yes	s, less than one week (please go to 6.2)
☑ No	
	currently being considered
	insufficient human resources staff
	government scheme is sufficient
=	don't know how to implement
	not a priority
_ No,	other (provide details):

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

	Primary care	r's leave	Secondary carer's leave		
	Female Male		Female	Male	
Managers	3	0	0	0	
Non-managers	9	11	0	2	

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

This includes employees on parental leave that had commenced in another reporting period. Include situations where the parental leave was taken continuously with any other leave type.



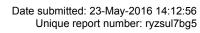


For example, a person may have utilised paid/unpaid parental leave, annual leave or other unpaid leave during a single block of 'parental leave'.

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

	Female	Male
Managers	0	0
Non-managers	1	0

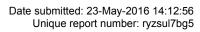
9 Do you have a formal policy and/or formal strategy on flexible working arrangements?  Yes (you can select policy and/or strategy options)  ☐ Standalone policy ☐ Policy is contained within another policy
<ul> <li>Standalone strategy</li> <li>Strategy is contained within another strategy</li> </ul>
□ No □ No currently under development
<ul><li>No, currently under development</li><li>No, insufficient human resources staff</li></ul>
No, included in workplace agreement
<ul><li>No, don't have expertise</li><li>No, don't offer flexible arrangements</li></ul>
No, not a priority
No, other (provide details):
9.1 You may indicate which of the following are included in your flexible working
arrangements strategy:
☐ 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
<ul> <li>☐ Targets have been set for men's engagement in flexible work</li> <li>☐ Leaders are held accountable for improving workplace flexibility</li> </ul>
Manager training on flexible working is provided throughout the organisation
Employee training is provided throughout the organisation
<ul> <li>☐ Team-based training is provided throughout the organisation</li> <li>☐ Employees are surveyed on whether they have sufficient flexibility</li> </ul>
☐ 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/board
Do you have a formal policy and/or formal strategy to support employees with family
or caring responsibilities?  ☑ Yes (you can select policy and/or strategy options)
Standalone policy
Policy is contained within another policy
Standalone strategy     Strategy is contained within another strategy     ■
□ No
No, currently under development
<ul><li>No, insufficient human resources staff</li><li>No, included in workplace agreement</li></ul>
☐ No, don't have expertise
No, not a priority







No, other (provide details):
Do you have any non-leave based measures to support employees with family or caring responsibilities (e.g. employer-subsidised childcare, breastfeeding facilities, referral services)?
No
No, currently under development
No, insufficient human resources staff
No, don't have expertise
No, not a priority
No, other (provide details):
Please indicate what measures are in place and if they are available at all worksites where only one worksite exists, for example a head-office, please select "Available at all
worksites"):  ☐ Employer subsidized shildcore
☐ Employer subsidised childcare ☐ 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 some worksites only
☐ Available at all worksites ☐ Childcare referral services
Available at some worksites only
□ Available at 30me worksites     □ Available at all worksites     □ Available at all worksites     □ Available at 30me worksites
Internal support networks for parents
Available at some worksites only
Available at all worksites
Return to work bonus (only select this option if the return to work bonus is NOT the
palance of paid parental leave when an employee returns from leave).
<ul> <li>☐ Available at some worksites only</li> <li>☐ Available at all worksites</li> </ul>
☐ Available at all worksites  ☐ Information packs to support new parents and/or those with elder care responsibilities
Available at some worksites only
Referral services to support employees with family and/or caring responsibilities
Available at some worksites only
Available at all worksites
☐ Targeted communication mechanisms, for example intranet/ forums
<ul><li>☐ Available at some worksites only</li><li>☒ Available at all worksites</li></ul>
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 all worksites
Parenting workshops targeting mothers
Available at some worksites only
Available at all worksites
<ul> <li>☐ Parenting workshops targeting fathers</li> <li>☐ Available at some worksites only</li> </ul>
Available at some worksites only  Available at all worksites
None of the above, please complete question 11.2 below

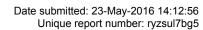






11.2 Please provide details of any other non-leave based measures that are in place and whether they are available at all worksites.

Do you have a formal policy and/or formal strategy to support employees who are
experiencing family or domestic violence?  Yes (you can select policy and/or strategy options)
Standalone policy
☐ Policy is contained within another policy
☐ Standalone strategy
☐ Strategy is contained within another strategy
⊠ No Signature
No, currently under development
No, insufficient human resources staff
No, included in workplace agreement
No, not aware of the need
No, don't have expertise
<ul><li>No, not a priority</li><li>No, other (please provide details):</li></ul>
Two, other (please provide details).
Other than a policy and/or strategy, do you have any measures to support employees
who are experiencing family or domestic violence?
☐ Yes - please indicate the type of measures in place (more than one option can be
selected):
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
<ul><li>☐ Workplace safety planning</li><li>☐ Access to paid domestic violence leave (contained in an enterprise/workplace</li></ul>
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
☐ Provide financial support (e.g. advance bonus payment or advanced pay)
Offer change of office location
Emergency accommodation assistance
Access to medical services (e.g. doctor or nurse)
Other (provide details):
□ No
No, currently under development
No, insufficient human resources staff
No, not aware of the need
No, don't have expertise
No, not a priority
No, other (provide details):

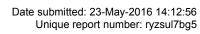






Please tick the checkboxes in the table below to indicate which employment terms, conditions or practices are available to your employees (please note that not ticking a box indicates that a particular employment term, condition or practice is not in place):

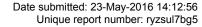
indicated that a p	Managers			Non-managers				
		male Male		Female Male				
	Formal	Informal	Formal	Informal	Formal	Informal	Formal	Informal
Flexible hours of work								
Compressed working weeks								
Time-in-lieu								
Telecommuting								
Part-time work								
Job sharing								
Carer's leave								
Purchased leave								
Unpaid leave								
<ul> <li>14.2 Where employment terms, conditions or practices are not available to your employees for any of the categories listed above, you may specify why below:  Currently under development  Insufficient human resources staff  Don't have expertise  Not a priority  Other (provide details):</li> <li>14.3 Should you wish to provide additional information on any of your responses under gender equality indicator 4, please do so below:</li> </ul>								
Gender equality indicator 5: Consultation with employees on issues concerning gender equality in the workplace  15 Have you consulted with employees on issues concerning gender equality in your workplace?								
	ed (provid	e details wl	hy):					
<ul> <li>No, insufficient human resources staff</li> <li>No, don't have expertise</li> <li>No, not a priority</li> <li>No, other (provide details):</li> </ul>								







15.1 How did you consult with employees on issues concerning gender equality in your workplace (more than one option can be selected)?  Survey  Consultative committee or group  Focus groups  Exit interviews  Performance discussions  Other (provide details):
15.2 Please indicate what categories of employees you consulted.  All staff  Women only  Men only  Human resources managers  Management  Employee representative group(s)  Diversity committee or equivalent  Women and men who have resigned while on parental leave  Other (provide details):
15.3 Should you wish to provide additional information on any of your responses under gender equality indicator 5, please do so below:
Gender equality indicator 6: Sex-based harassment and discrimination  16 Do you have a formal policy and/ or formal strategy on sex-based harassment and discrimination prevention?  Yes (you can select policy and/or strategy options)  Standalone policy  Policy is contained within another policy  Standalone strategy  Strategy is contained within another strategy  No  No, currently under development  No, insufficient human resources staff  No, included in workplace agreement  No, don't have expertise  No, not a priority  No, other (provide details):
16.1 Do you include a grievance process in any sex-based harassment and discrimination prevention policy and/or strategy?  Yes No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority No, other (provide details):
17 Does your workplace provide training for all managers on sex-based harassment and discrimination prevention?







Yes - please indicate how often this training is provided ('At induction' AND one of the
other options can be selected):
☐ At least annually
Every three years or more
☐ Varies across business units
Other (provide details):
<ul> <li>No</li> <li>No, currently under development</li> <li>No, insufficient human resources staff</li> <li>No, don't have expertise</li> <li>No, not a priority</li> <li>No, other (provide details):</li> </ul>
17.1 Should you wish to provide additional information on any of your responses under gender equality indicator 6, please do so below:

#### Other

Should you wish to provide details of any initiatives that you feel are particularly outstanding, or that have resulted in improved gender equality outcomes in your workplace, please enter this information below. (As with all of the questions in this questionnaire, any information you provide here will appear in your public report.)

We note that low female participation is a common issue affecting our sector. We further note that Downer EDI Rail Pty Limited's female participation has dropped in the 12 month reporting period. This is in part due to a Group wide restructure that saw the establishment of a shared services function, a function to which many Downer EDI Rail Pty Limited's female employees transferred into.





## Gender composition proportions in your workplace

### Important notes:

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

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

#### Gender composition of workforce

1. the gender composition of your workforce overall is 8.6% females and 91.4% males.

#### **Promotions**

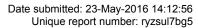
- 2. 8.1% of employees awarded promotions were women and 91.9% were men
  - 12.0% of all manager promotions were awarded to women
  - ii. 6.1% of all non-manager promotions were awarded to women.
- 3. 0.9% of your workforce was part-time and 0.0% of promotions were awarded to part-time employees.

#### Resignations

- 4. 22.4% of employees who resigned were women and 77.6% were men
  - i. 19.2% of all managers who resigned were women
  - i. 22.9% of all non-managers who resigned were women.
- 0.9% of your workforce was part-time and 2.7% of resignations were part-time employees.

#### Employees who ceased employment before returning to work from parental leave

- 8.3% of all women who utilised parental leave and ceased employment before returning to work
- ii. 0.0% of all men who utilised parental leave and ceased employment before returning to work
- iii. 0.0% of all managers who utilised parental leave and ceased employment before returning to work were women
- iv. 4.5% of all non-managers who utilised parental leave and ceased employment before returning to work were women.







### **Notification and access**

List of employee organisations

Electrical Trades Union Australian Manufacturing Workers' Union Construction, Forestry, Mining & Energy Union Rail, Tram & Bus Union

## **CEO** sign off confirmation

Name of CEO or equivalent	Mr Michael Miller		
Confirmation CEO has signed the report	Yes		
CEO Signature:	Date:		