



Public report

2016-17

Submitted by

Legal Name: Downer EDI Works Pty Ltd





Organisation and contact details

Submitting organisation details	Legal name	Downer EDI Works Pty Ltd
	ABN	66008709608
	ANZSIC	E Construction 3109 Other Heavy and Civil Engineering Construction
	Business/trading name/s	
	ASX code (if applicable)	
	Postal address	Locked Bag 1014 PORT MELBOURNE VIC 3207 AUSTRALIA
	Organisation phone number	(03) 8645 0800
Reporting structure	Ultimate parent	Downer EDI Limited
	Number of employees covered by this report	3,967





All organisations covered by this report

teritarista mineraturia e e e entre alimente internativa porte proprio del proprio del proprio de la como del O tradicione de la como de la como de
Business/trading name/s





Workplace profile

Manager

			200000000000000000000000000000000000000	No	of employees
Manager occupational categories	Reporting level to CEO	Employment status	88 F 588	690 M 5000	Total employees
		Full-time permanent	0	1	100.000.000
į		Full-time contract	F M M M D D D D D D D	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	6	7
		Full-time contract	0	0	0
	÷1	Part-time permanent	0	0	0
İ		Part-time contract	0	0	0
		Casual	0	0	0
ey management personnel		Full-time permanent	0	2	2
		Full-time contract	0	0	0
	-2	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	1	75 S S S S 15 S S S
		Full-time contract	0	0	0
	-1	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	. 0	0	0
F		Full-time permanent	2	19	21
		Full-time contract	0	0	0
ther executives/General managers	-2	Part-time permanent	0	0	0
· ·		Part-time contract	0	0	0
į		Casual	0	0	0
		Full-time permanent	0	- 8	8
1		Full-time contract	0	0	0
	-3	Part-time permanent	C	0	0
]		Part-time contract	C	0	0
1		Casual	C	0	0

Public report | www.wgea.gov.au





			910 69089840600	No.	of employees
Manager occupational categories	Reporting level to CEO	Employment status	F	M	Total employees
		Full-time permanent	0	1	1
	i	Full-time contract	10	0	0
	-1	Part-time permanent	1 0	0	0
		Part-time contract	10	0	0
		Casual	10	0	0
		Full-time permanent	4	16	20
		Full-time contract	0	0	0
	-2	Part-time permanent	0	1	1
		Part-time contract	0	0	0
Carles Manager		Casual	0	0	0
Senior Managers		Full-time permanent	0	21	21
		Full-time contract	ō	0	0
	-3	Part-time permanent	0	1	1
		Part-time contract	0	0	. 0
		Casual	0	0	0
		Full-time permanent	1 1	2	3
	ļ	Full-time contract	0	0	0
	-4	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	11	96	107
		Full-time contract	0	1	1
	-3	Part-time permanent	0	0	0
	,	Part-time contract	0	0	0
		Casual	Ō	2	2
		Full-time permanent	10	135	145
		Full-time contract	С	7	7
Other managers	-4	Part-time permanent	1	0	1
One: Interlagers		Part-time contract	1	0	
		Casuat	0	1	655561
ier managers		Full-time permanent	10	162	172
		Full-time contract	0	2	2
	-5	Part-time permanent	1	1	2
		Part-time contract	0	0	0
		Casual	0	0	0 0 0
	-6	Full-time permanent	3	42	45





			3000000000	sesseves No	of employees
Manager occupational categories	Reporting level to CEO	Employment status	887 F 2088	992 M 39899	Total employees
		Full-time contract	C	1	
		Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	assaulainessuurs Onlinssuursissasia.
		Full-time permanent	2	16	18
		Full-time contract	0	1	1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -
	•7	Part-time permanent	0	0	0
		Part-time contract	O	0	0
		Casual	0	0	0
Grand total; all managers			≈ 47 ⊹	//2 546 4/66	593



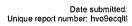


Workplace profile

Non-manager

Non-manager occupational categories	Employment status	No: of employees (exclude	ling graduates and apprentices)	No. of gradua	ites (if applicable)	No. of apprent	ices (if applicable)	Englishmen People Step
Normanager occupational categories	Employment status	/60 € 8 F 20 € 8 € 8		## F###	M	\$50 F. \$50.00.	Salah M	Total employees
Professionals	Full-time permanent	93	399	5	24	0	0	521
	Full-time contract	6	28	0	2	0	0	36
	Part-time permanent	3	3	0	0	0	0	8000076
	Part-time contract	0	0	0	0	0	0	0
	Casual	4	14	1	1	0	0	20
	Full-time permanent	18	887	0	0	1	10	916
	Full-time contract	2	15	0	0	1	5	23
Technicians and trade	Part-time permanent	0	1	0	0	0	0	9998899919948898
	Part-time contract	0	0	0	0	0	0	50000 O 0 00000
	Casual	7	47	0	0	0	0	54
	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	387897 0 48889
	Part-time contract	0	0	0	0	0	0	26 Carlo 0 10 Carlo 10
	Casual	D	0	0	0	0	0	0
	Full-time permanent	218	66	0	0	0	0	284
	Full-time contract	28	4	0	0	0	0	32
Clerical and administrative	Part-time permanent	38	0	0	0	0	0	38
	Part-time contract	4	0	0	1	0	0	5
	Casual	6	3	0	0	0	0	9
	Full-time permanent	C	0	0	0	O	0	0
	Full-time contract	0	0	Ö	0	0	0	0
iales	Part-time permanent	0	0	0	D	0	0	0
	Part-time contract	0	0	0	D D	0	0	0 0
	Casual	0	0	0	0	0	0	5 O
	Full-time permanent	8	646	0	0	О	0	654
	Full-time contract	0	7	Ö	0	0	0	7
fachinery operators and drivers	Part-time permanent	0	0	0	0	Ö	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	2	39	0	0	0	Ů.	41

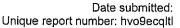
Public report | www.wgea.gov.au 7







Non-manager occupational categories	Employment status	No. of employees (exclud	ing graduates and apprentices)	No; of gradua	tes (if applicable)	No: of apprent	ices (if applicable)	
Morrinanager occupational calegories	Employment status	Sections Francisco	Maria de Maria	and Edigan	meso Managa	19990 F 20000	ANDRES MERCEN	l otal employees
	Full-time permanent	15	577	0	0	. 0	0	592
Labourers	Full-time contract	1	36	0	0	0	0	37
	Part-time permanent	3	5	0	0	0	0	77 B 77 P 77 P
	Part-time contract	0	0	0	0	0	0	BESWEE OFFICIAL
	Casual	24	66	0	0	0	0	90
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	C	0
Others	Part-time permanent	0	0	0	Ö	0	O	0.000
!	Part-time contract	0	0	0	0	0	0	
	Casual	0	0	0	0	0	0	ARRORA O SERVICE
Grand total: all non-managers		480	2,843	5 6 6 F	28	2000	- 15 - T	3,374







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.

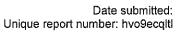
NB. IMPORTANT:

1.1

Recruitment

- References to the Act means 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 2016 to 31 March 2017. (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.
- Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

	 ✓ 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 new appointments were made to manager and non-manager roles during the reporting period (based on WGEA-defined managers/non-managers)? IMPORTANT: this should incorporate appointments from both external and internal sources (including all promotions).

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	15	153
Number of appointments made to NON-MANAGER roles (including promotions)	168	703

1.11 How many employees were promoted during the reporting period against each category below? IMPORTANT: Because promotions are included in the number of appointments in Q1.10, the number of promotions should never exceed appointments.

	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	1	25	7	80
Permanent/ongoing part-time employees	0	0	1	0
Fixed-term contract full-time employees	0	3	1	2
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	0	0

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

	Managers		Non-ma	
	Female	Male	Female	Male
Permanent/ongoing full-time employees	7	55	57	395
Permanent/ongoing part-time employees	0	0	5	1
Fixed-term contract full-time employees	0	3	3	24
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	6	45

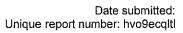
1.13 If your organisation would like to provide additional information relating to gender equality indicator 1, please do so below.

The Downer Group Diversity & Inclusiveness Policy has a particular focus on gender and prescribes what is required by the Company, its officers and employees as we work towards a more diverse and inclusive workforce. In 2016, Downers Diversity and Inclusiveness Framework was extended to include the establishment of a Group Diversity Steering Committee (GDSC) supported by 5 Divisional Diversity Steering Committees (DDSCs). The focus of the DDSCs is to plan, implement and monitor diversity related initiatives which have a focus on, but are not limited to 'Gender'.

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.

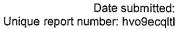
2. The organisation(s) you are reporting on will have a governing body. In the Act, governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer". This question relates to the highest governing body for your Australian entity,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







2.1	Please answer the following que	estions relating	to each governing b	oody 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.					
	If your organisation's governing organisation's name BUT the nu	body is the sa merical details	me as your parent e of your parent entit	ntity's, you will y's governing b	need to add your ody.	
2.1a.1	Organisation name?					
	Downer EDI Limited					
2.1b.1	How many Chairs on this govern	-				
			Female		Male	
	Number	[0				
2.1c.1	How many other members are o	_		he Chair/s)?		
			Female		Male	
	Number	3		3		
2.1g.1	No (you may specify why a target	nas gender balar oment, please er kpertise or governing bod	nce (e.g. 40% women ster date this is due to y/board appointments	be completed		
2.2	Do you have a formal selection porganisations covered in this re	port?	rmal selection strat	egy for governir	ng body members for ALL	
	☐ Policy ☐ Strategy ☐ No (you may specify why no for ☐ In place for some gover ☐ Currently under develop ☐ Insufficient resources/ex ☐ Do not have control ove ☐ Not a priority ☐ Other (provide details):	ning bodies oment, please er xpertise	nter date this is due to	be completed	lace)	
2.3	Does your organisation operate "incorporated" entity - Pty Ltd, I	as a partnersh Ltd or Inc; or ar	ip structure (i.e. sele i "unincorporated" e	ect NO if your or entity)?	ganisation is an	
	☐ 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

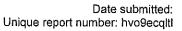
Equal remuneration between women and men is a key component of improving women's economic security and progressing gender equality.

3.	Do you	u have a formal policy and/or formal strategy on remuneration generally?
		s (select all applicable answers) ☑ Policy ☑ Strategy (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)? \[\begin{align*} \text{To achieve gender pay equity} \end{align*} \text{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) \text{To be transparent about pay scales and/or salary bands} \text{To ensure managers are held accountable for pay equity outcomes} \text{To implement and/or maintain a transparent and rigorous performance assessment process} \text{Other (provide details):}
4.	condu ⊠ Yes	rou analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. cted a gender pay gap analysis)? - the most recent gender remuneration gap analysis was undertaken: Within last 12 months Within last 1-2 years More than 2 years ago but less than 4 years ago Other (provide details): (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





qualific	□ Salaries for ALL employees (including managers) are set by awards of 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 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 siments) □ 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).
	A "like for like" Gender Remuneration Review for white collar (salaried) employees covering 5 or the 8 entities included in this report commenced in December 2015 and has been ongoing. The Executive Committee is provided with regular updates which includes (by Divisions) the following pay equity metrics:
	- Gender Ratio (Males to Females) - Headcount by Gender - Average TRP by Gender
	- Job Level by Gender - Average TRP % Variance by Job Level & Gender
	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	Did you take any actions as a result of your gender remuneration gap analysis?
	 Yes – 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) □ Trained people-managers in addressing gender bias (including unconscious bias) □ Set targets to reduce any like-for-like gaps □ 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): □ No (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):
4.2	If your organisation would like to provide additional information relating to gender equality indicator 3, please do so below:
	Poview will remain engaing to eneure that any gender new anomalies are identified and managed accordingly



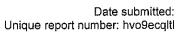




Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities

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.

"PRIMARY CARER" is the member of a couple or a single carer, REGARDLESS OF GENDER, identified as I reater responsibility for the day-to-day care of a child. To you provide EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for women A en, 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 perion 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 women ONLY (e.g. maternity leave). (Please	ND
en, 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 perione 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)	
	d of
dicate 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 parental leave scheme By paying the employee's full salary (in addition to the government's paid scheme), regardless of the perion 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 said 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 perion 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)	d of funded
How many weeks of EMPLOYER FUNDED paid parental leave for primary carers is provided? If differe amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of weeks provided:	nt
12	
rers e.g. eligibility period, where applicable the maximum number of weeks provided, and other	
What proportion of your total workforce has access to employer funded paid parental leave for PRIMA 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%	RY
tin tin 5.	No, we offer paid parental leave for primary carers that is available to women ONLÝ (e.g. maternity leave), (Please indicate how employer funded paid parental leave is provided to women ONLY):



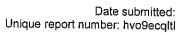




		☐ 81-9 ☑ 91-9 ☐ 100	9%							
6.		ECONDARY CAI	RER" is a men	nber of a co	uple or a s	single care	er, REGARDLES	S OF GENE	DER, who is not	the
	Do yo	ou provide EMP en, in addition to	LOYER FUND o any governn	ED paid par nent funded	ental leav I parental	e for SECC leave sche	ONDARY CARER eme for seconda	S that is avry carers?	vailable for men	and
	☐ No	o, we offer paid p o, we offer paid p o (you may speci	arental leave for fy why employed nder developming resources/expent t scheme is sur y	or SECONDA er funded pai ent, please e ertise	ARY CARE	RS that is leave for s	available to men available to wom econdary carers i o be completed	en ONLY	paternity leave)	
7.		many MANAGE oyees still on pa				commence				
		•	Prim	ary carer's le			Secondary	carer's leav	/e	
			Female	e	Male		Female		Male	
	Mana	gers	1	4		0		0		
	7.1			parental leav		less of wh	ing the reporting en it commence Sec		ggada adam a Mada da fada Masa Masa Colora	id)?
				Female	•	Male	Fema	ale	Male	
		Non-managers	2	23	2	2	0		0	
8.	leave • annu	regardless of include those al leave or any	when the leave where parent other paid or u oyment' mear	e commenc al leave was unpaid leave ns anyone w	ed? s taken co e is also ta	ntinuously iken at tha	oyment before now with any other time. Toganisation for w	leave type.	For example, w	vhere
						Females		Mal	es	
	Mana	gers		0			0			
	8.1	How many NO	N-MANAGER	S, during th	ie reportin	g period, o	ceased employm	ent before	returning to wo	ork from
		parental leave Include where annual	e, regardless of those where leave or any of d employmen	of when the parental lea other paid o t' means an	leave com ave was ta r unpaid l syone who	menced? ken contir eave is als	nuously with any to taken at that t d the organisatio	other leav	e type. For exa	mple,
							Female	· · · · · · · · · · · · · · · · · · ·	Male	
		Non-managers				1		1		

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

9.







	⊠ Ye:	s (select all applicable answers)
	□ No	 Strategy (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:
		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 Employee training is provided throughout the organisation Team-based training is provided throughout the organisation Employees are surveyed on whether they have sufficient 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 you	ı have a formal policy and/or formal strategy to support employees with family or caring responsibilities?
	⊠ No ((select all applicable answers) ☐ Policy ☐ Strategy 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):
1.	Do you (eg, em	offer any other support mechanisms, other than leave, for employees with family or caring responsibilities ployer-subsidised childcare, breastfeeding facilities)?
		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):
	ם ב	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 all worksites On-site childcare Available at some worksites only Available at all worksites Breastfeeding facilities Available at some worksites only Available at some worksites only Available at all worksites





	☐ Childcare referral services ☐ Available at some worksites only
	☐ Available at all 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 balance of paid parental leave
	when an employee returns from leave) ☐ Available at some worksites only
	Available at all worksites
	Information packs to support new parents and/or those with elder care responsibilities
	☐ Available at some worksites only
	Available at all worksites
	Referral services to support employees with family and/or caring responsibilities
	Available at some worksites only ⊠ Available at all worksites
	☐ Available at all worksites ☐ Targeted communication mechanisms, for example intranet/ forums
	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 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
2.	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)
	☐ 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
	☐ Currently under development, please enter date this is due to be sompleted ☐ Insufficient resources/expertise
	☐ Institute in the source and the s
	☐ Not aware of the need
	☐ Not a priority
	Other (please provide details):
3.	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?
	⊠ Employee assistance program (including access to a psychologist, chaptain 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 uppaid domestic violence leave (contained in an enterprise/workplace agreement)
	Access to unpaid 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)
	☐ Flovision of intancial support (e.g. advance balled payment 5. 223,000 € 7.7)



14.



□No	 □ Offer change of office location □ Emergency accommodation assistance □ Access to medical services (e.g. doctor or nurse) ☑ Other (provide details): Employees who require assistance in addition to the support measures identified in the policy should consult with their Manager and Human Resources Representative to discuss suitable options. Downer will take all reasonable further measures to support Employees experiencing Family and Domestic Violence. 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): 				
AND r	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				
	cample, if time-in-lieu is available to women f	•	nen imormany,	you would se	iect NO.
	s, the option/s in place are available to both won , some/all options are not available to both wom				
14.1	 Which options from the list below are available? Please tick the related checkboxes. Unticked checkboxes mean this option is NOT available to your employees. 				
14.1					
17.1		on is NOT avai Man	lable to your en	nployees.	anagers
17.1	Unticked checkboxes mean this opti	on is NOT avai Man Formal	lable to your en agers Informal	nployees. Non-m Formal	Informal
17.1	Unticked checkboxes mean this option Flexible hours of work	on is NOT avai Man Formal	able to your en	nployees. Non-m Formal	Informal
17.1	Unticked checkboxes mean this option Flexible hours of work Compressed working weeks	Man Formal	lable to your en agers Informal	nployees. Non-m Formal	Informal
17.1	Unticked checkboxes mean this option Flexible hours of work Compressed working weeks Time-in-lieu	Man Formal	agers Informal	Non-m Formal	Informal
176.1	Unticked checkboxes mean this option Flexible hours of work Compressed working weeks	Man Formal	agers Informal	Non-m Formal	Informal Signature S
176.1	Unticked checkboxes mean this option Flexible hours of work Compressed working weeks Time-in-lieu Telecommuting Part-time work	Man Formal	agers Informal	Non-m Formal	Informal S S S S S S S S S S S S S
176.1	Unticked checkboxes mean this option Flexible hours of work Compressed working weeks Time-in-lieu Telecommuting	Man Formal	agers Informal	Non-m Formal S S S S S S S S S S S S S S S S S S	Informal Signature S
176.1	Unticked checkboxes mean this option Flexible hours of work Compressed working weeks Time-in-lieu Telecommuting Part-time work Job sharing	Man Formal	agers Informal	Non-m Formal	Informal
17.1	Flexible hours of work Compressed working weeks Time-in-lieu Telecommuting Part-time work Job sharing Carer's leave	Man Formal	agers Informal	Non-m Formal	Informal
14.3	Flexible hours of work Compressed working weeks Time-in-lieu Telecommuting Part-time work Job sharing Carer's leave Purchased leave	Man Formal S S S S S S S S S S S S S S S S S S	agers Informal Non-m Formal S S S S S S S S S S S S S S S S S S	Informal	

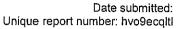




Gender equality indicator 5: Consultation with employees on issues concerning gender equality in the workplace

This gender equality indicator seeks information on what consultation occurs between employers and employees on issues concerning gender equality in the workplace.

15.	Have	you consulted with employees on issues concerning gender equality in your workplace?
	⊠ Ye □ No	s (you may specify why you have not consulted with employees on gender equality) Not needed (provide details why): Insufficient resources/expertise Not a priority Other (provide details):
	15.1	How did you consult with employees on issues concerning gender equality in your workplace?
		 Survey Consultative committee or group Focus groups Exit interviews Performance discussions Other (provide details): Management & Committee meetings
	15.2	Who did you consult?
	15.3	If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.
The pi partici	eventio	equality indicator 6: Sex-based harassment and discrimination 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) ☐ 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):
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): (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

17.

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.)

- Refer a Female Friend initiative launched. This provides a monetary award to employees who refer female candidates to the business. There is evidence of successful uptake.
- Internship program 2016/17 has 50% Female intake into cross discipline roles and non traditional occupations
- Joined The National Association of Women in Construction (NAWIC) organization as a Corporate Gold Member
- Awarded the NAWIC 2017 scholarship to conduct research which will focus on the attraction and selection of women in blue collar roles.
- Cadetship program attained 33% female intake





Gender composition proportions in your workplace

Important notes:

- 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 13.5% females and 86.5% males.

Promotions

- 2. 8.3% of employees awarded promotions were women and 91.7% were men
 - i. 3.4% of all manager promotions were awarded to women
 - ii. 9.9% of all non-manager promotions were awarded to women.
- 3. 1.6% of your workforce was part-time and 0.8% of promotions were awarded to part-time employees.

Resignations

- 4. 13.0% of employees who resigned were women and 87.0% were men
 - i. 10.8% of all managers who resigned were women
 - ii. 13.2% of all non-managers who resigned were women.
- 5. 1.6% of your workforce was part-time and 1.0% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- i. 4.2% of all women who utilised parental leave ceased employment before returning to work
- ii. 3.8% 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
- 50.0% of all non-managers who utilised parental leave and ceased employment before returning to work were women.

Notification and access

List of employee organisations:	
Letters (covering all Downer Divisions) have been drafted organisations on 1st June 2017: Rail, Tram and Bus Union Construction, Forestry, Mining and Energy Union Communications, Electrical and Plumbing Union Australian Workers Union Australian Manufacturing Workers Union	and will be provided to the following employee
CEOpian off confirmation	
CEØ sign off confirmation	
Name of CEO or equivalent:	Confirmation CEO has signed the report:
CEO signature:	Date:





