



Date Created: 08-05-2023



**Australian Government**



**Workplace  
Gender Equality  
Agency**



# 2022 - 23 Gender Equality Reporting

## Submitted By:

Dm Roads Services Pty Ltd 95166600166

Bitumen Importers Australia Pty Ltd 12141170658

Rpq Services Pty. Ltd. 58079233864

Downer Edi Rail Pty Ltd 92000002031

Downer Edi Works Pty Ltd 66008709608

Edi Rail Ppp Maintenance Pty Ltd 97122730116

Vec Civil Engineering Pty Ltd 42067541879

Vec Plant & Equipment Pty Ltd 78112576388

Gippsland Asphalt Pty Ltd 38137734340

Tarmac Linemarking Pty Ltd 36603462013

Fowlers Asphauling Pty Limited 86007406386

# #Workplace Overview

## Policies and Strategies

1. Do you have a formal policy and/or formal strategy in place that specifically supports gender equality in the following areas?
  - Recruitment:** Yes  
Policy; Strategy
  - Retention:** Yes  
Policy; Strategy
  - Performance management processes:** Yes  
Policy; Strategy
  - Promotions:** Yes.  
Policy; Strategy
  - Talent identification/identification of high potentials:** Yes  
Policy; Strategy
  - Succession planning:** Yes  
Policy; Strategy
  - Training and development:** Yes  
Policy; Strategy
  - Key performance indicators for managers relating to gender equality:** No
2. Do you have a formal policy and/or formal strategy in place that supports gender equality overall?  
Yes  
Policy; Strategy

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

## Governing Bodies

**Organisation:** Fowlers Asphaulting Pty Limited

**1.Name of the governing body:** Downer EDI Ltd Board of Directors

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

Chair	Female (F)	Male (M)	Non-Binary
	0	1	0
Member	Female (F)	Male (M)	Non-Binary
	3	4	0

**4.Formal section policy and/or strategy:** Yes

**Selected value:** Policy

**6. Target set to increase the representation of women:** Yes

**6.1 Percentage (%) of target:** 30

**6.2 Year of target to be reached:** 2023-06-30

**Selected value:**

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

No

**Selected value:**

**Organisation:** Tarmac Linemarking Pty Ltd

**1.Name of the governing body:** Downer EDI Ltd Board of Directors

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

Chair	Female (F)	Male (M)	Non-Binary
	0	1	0
Member	Female (F)	Male (M)	Non-Binary
	3	4	0

**4.Formal section policy and/or strategy:** Yes

**Selected value:** Policy

**6. Target set to increase the representation of women:** Yes

**6.1 Percentage (%) of target:** 30

**6.2 Year of target to be reached:** 2023-06-30

**Selected value:**

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

No

**Selected value:**

**Organisation:** Gippsland Asphalt Pty Ltd

**1.Name of the governing body:** Downer EDI Ltd Board of Directors

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

Chair	Female (F)	Male (M)	Non-Binary
	0	1	0

Member	Female (F)	Male (M)	Non-Binary
	3	4	0

4. Formal section policy and/or strategy: Yes

Selected value: Policy

6. Target set to increase the representation of women: Yes

6.1 Percentage (%) of target: 30

6.2 Year of target to be reached: 2023-06-30

Selected value:

7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?

No

Selected value:

Organisation: Vec Plant & Equipment Pty Ltd

1. Name of the governing body: Downer EDI Ltd Board of Directors

2. Type of the governing body: Board of Directors

3. Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F)	Male (M)	Non-Binary
	0	1	0
Member	Female (F)	Male (M)	Non-Binary
	3	4	0

4. Formal section policy and/or strategy: Yes

Selected value: Policy

**6. Target set to increase the representation of women: Yes**

**6.1 Percentage (%) of target: 30**

**6.2 Year of target to be reached: 2023-06-30**

Selected value:

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

No

Selected value:

**Organisation:** Vec Civil Engineering Pty Ltd

**1.Name of the governing body:** Downer EDI Ltd Board of Directors

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

Chair	Female (F)	Male (M)	Non-Binary
	0	1	0
Member	Female (F)	Male (M)	Non-Binary
	3	4	0

**4.Formal section policy and/or strategy: Yes**

Selected value: Policy

**6. Target set to increase the representation of women: Yes**

**6.1 Percentage (%) of target: 30**

**6.2 Year of target to be reached: 2023-06-30**

Selected value:

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

No

Selected value:

**Organisation:** Edi Rail Ppp Maintenance Pty Ltd

**1.Name of the governing body:** Downer EDI Ltd Board of Directors

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

Chair	Female (F)	Male (M)	Non-Binary
	0	1	0
Member	Female (F)	Male (M)	Non-Binary
	3	4	0

**4.Formal section policy and/or strategy:** Yes

Selected value: Policy

**6. Target set to increase the representation of women:** Yes

**6.1 Percentage (%) of target:** 30

**6.2 Year of target to be reached:** 2023-06-30

Selected value:

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

No

Selected value:

**Organisation:** Downer Edi Works Pty Ltd

**1.Name of the governing body:** Downer EDI Ltd Board of Directors

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

Chair	Female (F)	Male (M)	Non-Binary
	0	1	0
Member	Female (F)	Male (M)	Non-Binary
	3	4	0

**4.Formal section policy and/or strategy:** Yes

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**6. Target set to increase the representation of women:** Yes

**6.1 Percentage (%) of target:** 30

**6.2 Year of target to be reached:** 2023-06-30

**Selected value:**

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

No

**Selected value:**

**Organisation:** Downer Edi Rail Pty Ltd

**1.Name of the governing body:** Downer EDI Ltd Board of Directors

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

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6. Target set to increase the representation of women: Yes

6.1 Percentage (%) of target: 30

6.2 Year of target to be reached: 2023-06-30

Selected value:

7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?

No

Selected value:

Organisation: Rpq Services Pty. Ltd.

1. Name of the governing body: Downer EDI Ltd Board of Directors

2. Type of the governing body: Board of Directors

3. Specified governing body type:

Number of governing body chair and member by gender:

Chair	Female (F)	Male (M)	Non-Binary
	0	1	0
Member	Female (F)	Male (M)	Non-Binary
	3	4	0

4. Formal section policy and/or strategy: Yes

Selected value: Policy

**6. Target set to increase the representation of women: Yes**

**6.1 Percentage (%) of target: 30**

**6.2 Year of target to be reached: 2023-06-30**

Selected value:

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

No

Selected value:

**Organisation:** Bitumen Importers Australia Pty Ltd

**1.Name of the governing body:** Downer EDI Ltd Board of Directors

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

Chair	Female (F)	Male (M)	Non-Binary
	0	1	0
Member	Female (F)	Male (M)	Non-Binary
	3	4	0

**4.Formal section policy and/or strategy: Yes**

Selected value: Policy

**6. Target set to increase the representation of women: Yes**

**6.1 Percentage (%) of target: 30**

**6.2 Year of target to be reached: 2023-06-30**

Selected value:

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

No

Selected value:

**Organisation:** Dm Roads Services Pty Ltd

**1.Name of the governing body:** Downer EDI Ltd Board of Directors

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

Chair	Female (F)	Male (M)	Non-Binary
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Selected value:

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

No

Selected value:

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

# #Action on gender equality

## Gender Pay Gaps

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

Yes

Policy; Strategy

- 1.1 Are specific pay equality objectives included in your formal policy and/or formal strategy?

Yes

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 reviews)

2. What was the snapshot date used for your Workplace Profile?

2022-12-31

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

## Employer action on pay equality

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

Yes

- 1.1 When was the most recent gender remuneration gap analysis undertaken?

Within the last 12 months

- 1.2 Did you take any actions as a result of your gender remuneration gap analysis?

Yes

Identified cause/s of the gaps; Reviewed remuneration decision-making processes; Reported pay equity metrics (including gender pay gaps) to the governing body; Reported pay equity metrics (including gender pay gaps) to the executive

- 1.3 What type of gender remuneration gap analysis has been undertaken?

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

## Employee Consultation

1. Have you consulted with employees on issues concerning gender equality in your workplace during the reporting period?

Yes

- 1.1 How did you consult employees?

Exit interviews; Survey

- 1.2 Who did you consult?

ALL staff

2. Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?

No

3. On what date did your organisation share your last year's public reports with employees and shareholders?

Employees:

Shareholder:

4. Have you shared previous Executive Summary and IndustryBenchmark reports with the governing body?

No

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

## #Flexible Work

### Flexible Working

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

Yes

Policy

**1.1. Please indicate which of the following are included in your flexible working arrangements strategy or policy:**

**A business case for flexibility has been established and endorsed at the leadership level**

No

**The organisation's approach to flexibility is integrated into client conversations**

No

**Employees are surveyed on whether they have sufficient flexibility**

Yes

**Employee training is provided throughout the organisation**

No

**The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)**

Yes

**Flexible working is promoted throughout the organisation**

Yes

**Targets have been set for engagement in flexible work**

No

**Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body**

No

**Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel**

No

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**Leaders are held accountable for improving workplace flexibility**

No

**Leaders are visible role models of flexible working**

Yes

**Manager training on flexible working is provided throughout the organisation**

No

**Targets have been set for men's engagement in flexible work**

No

**Team-based training is provided throughout the organisation**

No

**Other:** No

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

**Carer's leave:** Yes

SAME options for women and men Formal options are available

**Compressed working weeks:** Yes

SAME options for women and men Formal options are available

**Flexible hours of work:** Yes

SAME options for women and men Formal options are available

**Job sharing:** Yes

SAME options for women and men

Formal options are available

**Part-time work:** Yes

SAME options for women and men Formal options are available

**Purchased leave:** No

**Remote working/working from home:** Yes

SAME options for women and men

**Time-in-lieu:** Yes

SAME options for women and men

Formal options are available

**Unpaid leave:** Yes

SAME options for women and men Formal options are available

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

Yes

5. Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce between the 2021-22 and the 2022-23 reporting periods?

Yes, women and men

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

# #Employee Support

## Paid Parental leave

1. Do you provide employer-funded paid parental leave in addition to any government-funded parental leave scheme?

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

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

## Support for carers

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

Yes

Policy

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

- 2.1. Employer subsidised childcare

No

- 2.2. Return to work bonus (only select if this bonus is not the balance of paid parental leave)

No

**2.3. Breastfeeding facilities**

Yes

Available at SOME worksites

**2.4. Childcare referral services**

No

**2.5. Coaching for employees on returning to work from parental leave**

No

**2.6. Targeted communication mechanisms (e.g. intranet/forums)**

Yes

Available at SOME worksites

**2.7. Internal support networks for parents**

No

**2.8. Information packs for new parents and/or those with elder care responsibilities**

No

**2.9. Parenting workshops targeting fathers**

No

**2.10. Parenting workshops targeting mothers**

No

**2.11. Referral services to support employees with family and/or caring responsibilities**

Yes

Available at ALL worksites

**2.12. Support in securing school holiday care**

No

**2.13. On-site childcare**

No

**2.14. Other details: No**

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

# Sexual harassment, harassment on the grounds of sex or discrimination

1. Do you have a formal policy and/or formal strategy on the prevention and response to sexual harassment, harassment on the grounds of sex or discrimination?

Yes

Policy; Strategy

- 1.3 Do you provide a grievance process in your sexual harassment policy and/or strategy?

2. Do you provide training on the prevention of sexual harassment, harassment on the ground of sex or discrimination to the following groups?

All Non-Managers

Yes

Voluntary question: All Non-Managers

9. If your organisation would like to provide additional information relating to measures to prevent and response to sexual harassment, harassment on the grounds of sex or discrimination, please do so below.

## Family or domestic violence

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

Yes

Policy

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

A domestic violence clause is in an enterprise agreement or workplace agreement

Yes

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**Confidentiality of matters disclosed**

Yes

**Protection from any adverse action or discrimination based on the disclosure of domestic violence**

Yes

**Employee assistance program (including access to psychologist, chaplain or counsellor)**

Yes

**Emergency accommodation assistance**

No

**Provision of financial support (e.g. advance bonus payment or advanced pay)**

No

**Flexible working arrangements**

Yes

**Offer change of office location**

Yes

**Access to medical services (e.g. doctor or nurse)**

No

**Training of key personnel**

No

**Referral of employees to appropriate domestic violence support services for expert advice**

Yes

**Workplace safety planning**

No

**Access to paid domestic violence leave (contained in an enterprise/workplace agreement)**

Yes

**Is the leave period unlimited?**

No

**Number of Days:**

10

**Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)**

Yes

**Is the leave period unlimited?**

No

**Number of days:**

10

**Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)**

No

Other

**Provide Details:**General leave without pay is available on a case by case basis.

**Access to unpaid leave**

Yes

**Is the leave period unlimited?**

No

**Number of days:**

**Provide Details:** No



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