



Date Created: 30-05-2023



**Australian Government**



**Workplace  
Gender Equality  
Agency**



# 2022 - 23 Gender Equality Reporting

## Submitted By:

Comdain Corporate Pty Ltd 48140995946

Comdain Services Pty Ltd 44160096079

Service Stream Limited 46072369870

Service Stream Customer Care Pty Ltd 15112410358

Service Stream Fixed Communications Pty Ltd 94067943873

Service Stream Mobile Communications Pty Ltd 74095043057

Service Stream Holdings Pty Ltd 58008027978

Service Stream Energy & Water Pty Ltd 11098326179

Comdain Gas (Aust) Pty Ltd 34099283271

Techsafe Management Pty Ltd 54149740232

Radhaz Consulting Pty Limited 16119544071

CONNECTSYDNEY PTY. LIMITED 16646646808

WESTLINK (SERVICES) PTY LIMITED 21096511376

SERVICE STREAM MAINTENANCE PTY LTD 87081540847

# #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

**Performance management processes:** Yes

Policy; Strategy

**Promotions:** Yes.

Policy

**Talent identification/identification of high potentials:** NoCurrently under development

**Estimated Completion Date:** 04/03/2024**Succession planning:** Yes  
Strategy**Training and development:** Yes  
Policy; Strategy**Key performance indicators for managers relating to gender equality:** No  
Currently under development**Estimated Completion Date:** 01/07/2023

- 2. Do you have a formal policy and/or formal strategy in place that supports gender equality overall?**  
Yes  
Policy
- 3. Does your organisation have any of the following targets to address gender equality in your workplace?**
- 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:** Service Stream Limited**1.Name of the governing body:** Service Stream Holding Pty Ltd**2.Type of the governing body:** Board of Directors**3.Specified governing body type:****Number of governing body chair and member by gender:**

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

**4.Formal section policy and/or strategy:** Yes**Selected value:** Policy**5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:**

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

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

**6.2 Year of target to be reached: 31/12/2023**

**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?**

Yes

**Selected value:** Strategy

**8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?**

Yes

Aboriginal and/or Torres Strait Islander identity; Cultural and/or language and/or race/ethnicity background; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** Comdain Corporate Pty Ltd

**1. Name of the governing body:** Service Stream Holdings Pty Ltd

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

**3. Specified governing body type:**

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

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**6.2 Year of target to be reached:** 31/12/2023

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?**

Yes

Selected value: Policy

**8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?**

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** Comdain Services Pty Ltd

**1.Name of the governing body:** Service Stream Holdings Pty Ltd

**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	3	0

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

**Selected value:** Policy

**5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:**

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**6.2 Year of target to be reached:** 31/12/2023

**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?**

Yes

Selected value: Policy

**8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?**

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** Service Stream Customer Care Pty Ltd

**1. Name of the governing body:** Service Stream Holdings Pty Ltd

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

**3. Specified governing body type:**

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

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

Selected value: Policy

**5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:**



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

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

**6.2 Year of target to be reached: 31/12/2023**

**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?**

Yes

**Selected value:** Policy

**8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?**

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** Service Stream Fixed Communications Pty Ltd

**1. Name of the governing body:** Service Stream Holdings Pty Ltd

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

**3. Specified governing body type:**

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

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

Selected value: Policy

**5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:**

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

6.1 Percentage (%) of target: 30

6.2 Year of target to be reached: 31/12/2023

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?**

Yes

Selected value: Policy

**8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?**

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** Techsafe Management Pty Ltd

**1.Name of the governing body:** Service Stream Holdings Pty Ltd

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

**3.Specified governing body type:**

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

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

**Selected value:** Policy

**5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:**

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

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

**6.2 Year of target to be reached:** 31/12/2023

**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?**

Yes

Selected value: Policy

**8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?**

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?****Organisation:** Service Stream Mobile Communications Pty Ltd**1.Name of the governing body:** Service Stream Holdings Pty Ltd**2.Type of the governing body:** Board of Directors**3.Specified governing body type:****Number of governing body chair and member by gender:**

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

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

Selected value: Policy

Date Created: 30-05-2023

**5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:**

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

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

**6.2 Year of target to be reached: 31/12/2023**

**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?**

Yes

**Selected value:** Policy

**8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?**

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** Service Stream Energy & Water Pty Ltd

**1. Name of the governing body:** Service Stream Holdings Pty Ltd

**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	3	0

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

Selected value: Policy

#### 5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:

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

6.1 Percentage (%) of target: 30

6.2 Year of target to be reached: 31/12/2023

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?

Yes

Selected value: Policy

#### 8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** Comdain Gas (Aust) Pty Ltd

**1. Name of the governing body:** Service Stream Holdings Pty Ltd

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

**3. Specified governing body type:**

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

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

**Selected value:** Policy

**5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:**

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

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

**6.2 Year of target to be reached:** 31/12/2023

**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?**

Yes

**Selected value:** Policy

**8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?**

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** Radhaz Consulting Pty Limited

**1. Name of the governing body:** Service Stream Holdings Pty Ltd

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

**3. Specified governing body type:**

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

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

**Selected value:** Policy



**5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:**

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

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

**6.2 Year of target to be reached: 31/12/2023**

**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?**

Yes

**Selected value:** Policy

**8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?**

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** CONNECTSYDNEY PTY. LIMITED

**1. Name of the governing body:** Service Stream Holding Pty Ltd

**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	3	0

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

Selected value: Policy

#### 5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:

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

6.1 Percentage (%) of target: 30

6.2 Year of target to be reached: 31/12/2023

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?

Yes

Selected value: Policy

#### 8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** Techsafe Management Pty Ltd

**1. Name of the governing body:** Service Stream Holdings Pty Ltd

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

**3. Specified governing body type:**

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
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**4. Formal section policy and/or strategy:** Yes

**Selected value:** Policy

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Yes

**Selected value:** Policy

**8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?**

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** WESTLINK (SERVICES) PTY LIMITED

**1.Name of the governing body:** Service Stream Holdings Pty Ltd

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

**3.Specified governing body type:**

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

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

**Selected value:** Policy

**5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:**

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

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

**6.2 Year of target to be reached: 31/12/2023**

**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?**

Yes

**Selected value:** Policy

**8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?**

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** SERVICE STREAM MAINTENANCE PTY LTD

**1. Name of the governing body:** Service Stream Holdings Pty Ltd

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

### 3. Specified governing body type:

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

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

Selected value: Policy

#### 5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:

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

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6.2 Year of target to be reached: 31/12/2023

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?

Yes

Selected value: Policy

#### 8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**Organisation:** Service Stream Holdings Pty Ltd

**1. Name of the governing body:** Service Stream Holdings Pty Ltd

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

**3. Specified governing body type:**

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

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 3	<b>Male (M)</b> 3	<b>Non-Binary</b> 0

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

**Selected value:** Policy

**5. Does this organisation's governing body have limits on the terms of its Chair and/or Members:**

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**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?**

Yes

**Selected value:** Policy

**8. Do you have a formal policy and/or formal strategy on diversity and inclusion for this organisation's governing body?**

Yes

Aboriginal and/or Torres Strait Islander identity; Gender identity; Age

**9. Do you collect data on any of the following dimensions of the identities of members of this organisation's governing body?**

**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

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

Yes

To be transparent about pay scales and/or salary bands; To implement and/or maintain a transparent and rigorous performance assessment process



2. **What was the snapshot date used for your Workplace Profile?**  
31/03/2023
3. **Voluntary question: Does your organisation publish its organisation-wide gender pay gap?**
  
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 1-2 years
  - 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; Corrected like-for-like gaps
  - 1.3 **What type of gender remuneration gap analysis has been undertaken?**
  
2. **For organisations with partnership structures: Have you undertaken a gender remuneration gap analysis ('gender pay gap analysis') in the current reporting period to determine if there are any remuneration gaps between women partners and men partners in your organisation?.**
  
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?**

Other

**Other:** Education sessions, toolbox talks

**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

Not a priority

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

**Employees:**

Yes

**Date:**01/08/2022

**Shareholder:**

Yes

**Date:**01/08/2022

**4. Have you shared previous Executive Summary and Industry Benchmark reports with the governing body?**

Yes

**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?**

No

Currently under development

**Estimated Completion Date:** 2023-10-02

**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 Informal options are available

**Compressed working weeks:** Yes

SAME options for women and men Informal options are available

**Flexible hours of work:** Yes

SAME options for women and men Informal 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:** Yes

SAME options for women and men Formal options are available

**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; Informal 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

**4. Voluntary question: Has your organisation implemented an 'all roles flex' approach to flexible work?**

Don't know / Not applicable

**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?**

Don't know / Not applicable

**6. Voluntary question: If your workplace includes hybrid teams (i.e. some employees in a team work remotely while other employees in a team work at the organisation's usual workplace), have any of the following measures been utilised to ensure the fair treatment of all employees regardless of work location?**

**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?

No

Not a priority

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

- 2.1. Employer subsidised childcare

No

Not a priority

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

No

Not a priority

- 2.3. Breastfeeding facilities

Yes

Available at SOME worksites

- 2.4. Childcare referral services

No

Not a priority

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

No

Not a priority

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

Yes

Available at ALL worksites

**2.7. Internal support networks for parents**

No

Not a priority

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

Yes

Available at ALL worksites

**2.9. Parenting workshops targeting fathers**

No

Not a priority

**2.10. Parenting workshops targeting mothers**

No

Not a priority

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

No

Not a priority

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

No

Not a priority

**2.13. On-site childcare**

No

Not a priority

**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.

## Other leave measures

1. Voluntary question: Do you provide employees paid leave for any of the following (in addition to personal/sick leave)?

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

Date Created: 30-05-2023

**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 and discrimination?**

Yes

Policy

**1.1 Voluntary question: Is this a standalone policy or strategy?**

**1.2 Voluntary question: How frequently is the policy and/or strategy reviewed and approved by the governing body or the CEO or equivalent?**

Reviewed by the governing body

Reviewed by the CEO

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

Yes

**1.4 Voluntary question: Does your policy and/or strategy include any of the following?**

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

YesOther

**Provide Details:** Education sessions through virtual teams sessions and toolboxes throughout 2022

**Voluntary question: All Non-Managers**

**Voluntary question: Governing Body**

**Voluntary question: Other people in the workplace(e.g. contractors, consultants, volunteers, interns)**

**2.1 Voluntary question: Does the training delivered to the above groups include any of the following?**

Date Created: 30-05-2023

- 3. Voluntary question: Does the governing body and CEO or equivalent explicitly communicate their expectations on safety, respectful and inclusive workplace conduct? If yes, when?**

**Members of the governing body**

**Chief Executive Officer or equivalent**

- 4. Voluntary question: Does your workplace health and safety risk management process include any of the following?**

- 4.1 Voluntary question: What actions/responses have been put in place as part of your risk management process?**

- 5. Voluntary question: From the following list, what do you provide to support workers involved in and affected by sexual harassment?**

- 6. Voluntary question: From the following list, what options does your organisation have for workers who wish to disclose or raise concerns about incidents relating to sexual harassment or similar misconduct?**

- 7. Voluntary question: Does your organisation collect data on sexual harassment in your workplace, if yes, what do you collect?**

- 7.1 Voluntary question: Has your organisation reported prevalence data publicly during the reporting period?**

- 8. Voluntary question: Does your organisation report on sexual harassment to the governing body and management (CEO, KMP, HOB) and how frequently?**  
**Governing Body:**

**Management:**

- 8.1 Voluntary question: Do your reports on sexual harassment to governing body and management include any of the following?**

9. If your organisation would like to provide additional information relating to measures to prevent and respond 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

**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

Insufficient resources/expertise; Not aware of the need

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

No

Insufficient resources/expertise; Not aware of the need

**Flexible working arrangements**

Yes



**Offer change of office location**

Yes

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

No

Insufficient resources/expertise; Not aware of the need

**Training of key personnel**

Yes

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

Yes

**Workplace safety planning**

Yes

**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

Not aware of the need

**Access to unpaid leave**

Yes

**Is the leave period unlimited?**

No

**Number of days:**

**Provide Details::** No

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

# #Diversity and Inclusion

## Voluntary Section

1. Do you have a formal policy and/or formal strategy on diversity and inclusion in your organisation?

Yes

2. Voluntary question : Does your organisation collect data on any of the following dimensions of employees' identities?

**3. Voluntary question: Do you collect data on whether employees identify as Aboriginal and/or Torres Strait Islander?**