

# 2020 - 21 Compliance Program

Submitted by:

**Jb Hi-Fi Education Solutions Pty Ltd  
(ABN:66161246751)**

**JB Hi-Fi Group Pty Ltd (ABN:37093114286)**

**The Muir Electrical Company Proprietary  
Limited (ABN:88004453945)**

**The Good Guys Discount Warehouses  
(Australia) Pty Ltd (ABN:48004880657)**

**JB Hi-Fi Limited (ABN:80093220136)**

**Home Services Network Pty Ltd  
(ABN:56622336350)**

# #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( <i>Select all that apply</i> )
...Yes	Policy
...Retention	Yes( <i>Select all that apply</i> )
...Yes	Policy
...Performance management processes	Yes( <i>Select all that apply</i> )
...Yes	Policy
...Promotions	Yes( <i>Select all that apply</i> )
...Yes	Policy
...Talent identification/identification of high potentials	Yes( <i>Select all that apply</i> )
...Yes	Policy
...Succession planning	Yes( <i>Select all that apply</i> )
...Yes	Policy Strategy
...Training and development	Yes( <i>Select all that apply</i> )
...Yes	Policy
...Key performance indicators for managers relating to gender equality	Yes( <i>Select all that apply</i> )
...Yes	Strategy

2: Do you have formal policy and/or formal strategy in place that support gender equality overall?

Yes(*Select all that apply*)

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

In the last 12 months we have launched a number of key initiatives which reinforce the importance of gender diversity in our Company and are expected to result in continued improvement in gender diversity in coming years. These initiatives include:

- Further developed the Group Diversity and Inclusion Strategy
- Progressed with program of work to develop common competency-based criteria to identify and grow diverse talent
- Delivered systematic talent mapping across all key roles in the organisation to highlight high potential female talent

- Launched project to gain deeper insight into potential barriers and prioritise initiatives to support execution of the Diversity and Inclusion Strategy
- Developed and implemented a Group Flexible Work Policy and guidelines which provides various options to work flexibly in balancing work and personal commitments
- Launched Equal Opportunity framework including revised Group Policy, reporting channels, and team member and manager training to prevent and address instances of sexual harassment and discrimination in the workplace
- Undertook gender pay gap analysis across all levels in the organisation
- Delivered gender diversity dashboard reporting for executive team
- Participation of high potential female leaders in an external Women in Leadership program

## Governing bodies

### *Jb Hi-Fi Education Solutions Pty Ltd*

1: Does this organisation have a governing body?	Yes, same as local ultimate parent organisation( <i>The local ultimate parent's governing body details must be reported against the local ultimate parent. The information is not required to be entered again for subsidiary organisations even if it is reported in a different submission group.</i> )
1.1: What is the name of your governing body?	
1.2: What type of governing body does this organisation have?	
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female (F)	
...Male (M)	
...Gender X	
...Members	
...Female (F)	
...Male (M)	
...Gender X	
1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	
1.5: Has a target been set to increase the representation of women on this governing body?	
10.6: What is the percentage (%) target?	
10.7: What year is the target to be reached (select the last day of the target year)?	

11.1: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.
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*JB Hi-Fi Group Pty Ltd*

1: Does this organisation have a governing body?	Yes, same as local ultimate parent organisation( <i>The local ultimate parent's governing body details must be reported against the local ultimate parent. The information is not required to be entered again for subsidiary organisations even if it is reported in a different submission group.</i> )
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1.1: What is the name of your governing body?	
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1.2: What type of governing body does this organisation have?	
---	--

1.3: How many members are on the governing body and who holds the predominant Chair position?	
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...Chairs	
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...Female (F)	
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...Male (M)	
-------------	--

...Gender X	
-------------	--

...Members	
------------	--

...Female (F)	
---------------	--

...Male (M)	
-------------	--

...Gender X	
-------------	--

1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	
---	--

1.5: Has a target been set to increase the representation of women on this governing body?	
--	--

10.6: What is the percentage (%) target?	
--	--

10.7: What year is the target to be reached (select the last day of the target year)?	
---	--

11.1: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.
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1: Does this organisation have a governing body?	
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2.1: What is the name of your governing body?	
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2.2: What type of governing body does this organisation have?	
---	--

2.3: How many members are on the governing body and who holds the predominant Chair position?	
---	--

...Chairs	
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...Female (F)	
...Male (M)	
...Gender X	
...Members	
...Female (F)	
...Male (M)	
...Gender X	
2.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	
2.5: Has a target been set to increase the representation of women on this governing body?	
20.6: What is the percentage (%) target?	
20.7: What year is the target to be reached (select the last day of the target year)?	
21.1: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.

*The Muir Electrical Company Proprietary Limited*

1: Does this organisation have a governing body?	Yes, same as local ultimate parent organisation( <i>The local ultimate parent's governing body details must be reported against the local ultimate parent. The information is not required to be entered again for subsidiary organisations even if it is reported in a different submission group.</i> )
1.1: What is the name of your governing body?	
1.2: What type of governing body does this organisation have?	
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female (F)	
...Male (M)	
...Gender X	
...Members	
...Female (F)	
...Male (M)	
...Gender X	
1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	

1.5: Has a target been set to increase the representation of women on this governing body?	
10.6: What is the percentage (%) target?	
10.7: What year is the target to be reached (select the last day of the target year)?	
11.1: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.

*The Good Guys Discount Warehouses (Australia) Pty Ltd*

1: Does this organisation have a governing body?	Yes, same as local ultimate parent organisation( <i>The local ultimate parent's governing body details must be reported against the local ultimate parent. The information is not required to be entered again for subsidiary organisations even if it is reported in a different submission group.</i> )
1.1: What is the name of your governing body?	
1.2: What type of governing body does this organisation have?	
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female (F)	
...Male (M)	
...Gender X	
...Members	
...Female (F)	
...Male (M)	
...Gender X	
1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	
1.5: Has a target been set to increase the representation of women on this governing body?	
10.6: What is the percentage (%) target?	
10.7: What year is the target to be reached (select the last day of the target year)?	
11.1: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.

*JB Hi-Fi Limited*

1: Does this organisation have a governing body?	Yes( <i>Provide further details on the governing body(ies) and its composition</i> )
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1.1: What is the name of your governing body?	
1.2: What type of governing body does this organisation have?	Board of directors
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female (F)	0
...Male (M)	1
...Gender X	0
...Members	
...Female (F)	2
...Male (M)	4
...Gender X	0
1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	Yes( <i>Select all that apply</i> )
1.5: Has a target been set to increase the representation of women on this governing body?	Yes( <i>Provide further details on your target</i> )
10.6: What is the percentage (%) target?	30.00%
10.7: What year is the target to be reached (select the last day of the target year)?	30-Jun-2022
11.1: Confirm how the ultimate parent's governing body/ies are being reported:	

*Home Services Network Pty Ltd*

1: Does this organisation have a governing body?	Yes, same as local ultimate parent organisation( <i>The local ultimate parent's governing body details must be reported against the local ultimate parent. The information is not required to be entered again for subsidiary organisations even if it is reported in a different submission group.</i> )
1.1: What is the name of your governing body?	
1.2: What type of governing body does this organisation have?	
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female (F)	
...Male (M)	
...Gender X	

...Members	
...Female (F)	
...Male (M)	
...Gender X	
1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	
1.5: Has a target been set to increase the representation of women on this governing body?	
10.6: What is the percentage (%) target?	
10.7: What year is the target to be reached (select the last day of the target year)?	
11.1: Confirm how the ultimate parent's governing body/ies are being reported:	It is reported as part of this submission group.

2: If your organisation would like to provide additional information relating to governing bodies and gender equality in your workplace, do so below.

Gender representation is considered during the appointment and selection process.

The Group is committed to identifying the best talent from a diverse range of candidates. Recruitment and selection processes are designed to ensure a gender balance in the candidates who are considered, guard against unconscious bias, and prevent discrimination on any unlawful grounds.



# #Action on gender equality

## Gender pay gaps

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

No(*Select all that apply*)

...No

Salaries set by awards/industrial or workplace agreements  
Non-award employees paid market rate

2: Did your organisation receive JobKeeper payments?

No

3: What was the snapshot date used for your Workplace Profile?

31-Mar-2021

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 equity

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(*Provide further details on the most recent gender remuneration gap analysis that was undertaken.*)

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(*Select all that apply*)

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

Identified cause/s of the gaps  
Reported pay equity metrics (including gender pay gaps) to the executive

.. Yes

1.3: 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)

Conducted gender pay gap analysis across all levels of the organisation.

2: 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?

Yes(*Provide further details on the employee consultation process.*)

1.1: How did you consult employees?

Survey  
Consultative committee or group

Other (provide details)

1.2: Who did you consult?	Management
...Other (provide details)	Consulted with managers and team members about what additional steps could be taken to prevent and address instances of sexual harassment and discrimination in the workplace; and consulted with team members about their preferences for flexibility arrangements

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

Launched a project to gain deeper insight into potential barriers through workshops, interviews and focus groups

# #Employee work/life balance

## Flexible working

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

Yes (*Select all that apply*)

...Yes	Policy Strategy
...A business case for flexibility has been established and endorsed at the leadership level	Yes
...Leaders are visible role models of flexible working	Yes
...Flexible working is promoted throughout the organisation	Yes
...Targets have been set for engagement in flexible work	No ( <i>Select all that apply</i> )
...Targets have been set for men's engagement in flexible work	No ( <i>Select all that apply</i> )
...Leaders are held accountable for improving workplace flexibility	No ( <i>Select all that apply</i> )
...Manager training on flexible working is provided throughout the organisation	Yes
...Employee training is provided throughout the organisation	No ( <i>Select all that apply</i> )
...Team-based training is provided throughout the organisation	No ( <i>Select all that apply</i> )
...Employees are surveyed on whether they have sufficient flexibility	No ( <i>Select all that apply</i> )
...The organisation's approach to flexibility is integrated into client conversations	No ( <i>Select all that apply</i> )
...The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)	No ( <i>Select all that apply</i> )
...Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel	No ( <i>Select all that apply</i> )
...Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body	No ( <i>Select all that apply</i> )
...Other (provide details)	No

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

...Flexible hours of work	Yes( <i>Select one option only</i> )
...Yes	SAME options for women and men( <i>Select all that apply</i> )
...SAME options for women and men	Formal options are available Informal options are available
...Compressed working weeks	No( <i>You may specify why the above option is not available to your employees.</i> )
...Time-in-lieu	Yes( <i>Select one option only</i> )
...Yes	SAME options for women and men( <i>Select all that apply</i> )
...SAME options for women and men	Formal options are available Informal options are available
...Telecommuting (e.g. working from home)	Yes( <i>Select one option only</i> )
...Yes	SAME options for women and men( <i>Select all that apply</i> )
...SAME options for women and men	Formal options are available Informal options are available
...Part-time work	Yes( <i>Select one option only</i> )
...Yes	SAME options for women and men( <i>Select all that apply</i> )
...SAME options for women and men	Formal options are available
...Job sharing	Yes( <i>Select one option only</i> )
...Yes	SAME options for women and men( <i>Select all that apply</i> )
...SAME options for women and men	Formal options are available
...Carer's leave	Yes( <i>Select one option only</i> )
...Yes	SAME options for women and men( <i>Select all that apply</i> )
...SAME options for women and men	Formal options are available Informal options are available
...Purchased leave	No( <i>You may specify why the above option is not available to your employees.</i> )
...Unpaid leave	Yes( <i>Select one option only</i> )
...Yes	SAME options for women and men( <i>Select all that apply</i> )
...SAME options for women and men	Formal options are available Informal options are available

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

Yes

4: Were managers in your organisation allowed to make INFORMAL flexible working arrangements with their team members in response to the COVID-19 pandemic?

Yes, ALL managers

5: Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce compared to pre-COVID-19?

Yes, for both women and men

6: 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 regardless of carer's status (i.e. primary/secondary) in addition to any government funded parental leave scheme?

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

1.1: Do you provide employer funded paid parental leave for primary carers in addition to any government funded parental leave scheme?	Yes( <i>Please indicate how employer funded paid parental leave is provided to the primary carers.</i> )
1.1.a: Please indicate whether your employer-funded paid parental leave for primary carers is available to:	Women only
1.1.b: Please indicate whether your employer-funded paid parental leave for primary carers covers:	Birth Adoption
1.1.c: How do you pay employer funded paid parental leave to primary carers?	Paying the employee's full salary
1.1.d: Do you pay superannuation contribution to your primary carers while they are on parental leave?	Yes, on employer funded parental leave
1.1.e: How many weeks (minimum) of employer funded paid parental leave for primary carers is provided?	6
1.1.f: What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals?	71-80%
1.2: Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme?	No( <i>You may specify why employer funded paid parental leave for secondary carers is not available.</i> )
...No	Other (provide details)
...Other (provide details)	We launched a paid maternity leave scheme. We will continue to monitor and learn and consider an extension to the policy in future.

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

Eligibility for employer funded maternity leave is subject to meeting the same pre-requisites as those imposed by the NES in relation to the entitlement to 12 months' unpaid parental leave. Paid maternity leave may be taken as 6 weeks on full pay or 12 weeks on half pay. We also provide a \$150 gift voucher to new parents.

## Support for carers

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

Yes (*Select all that apply*)

...Yes

Strategy

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

...Employer subsidised childcare

No (*You may specify why the above support mechanism is not available to your employees.*)

...On-site childcare

No (*You may specify why the above support mechanism is not available to your employees.*)

...Breastfeeding facilities

Yes (*Please indicate the availability of this support mechanism.*)

...Yes

Available at SOME worksites

...Childcare referral services

No (*You may specify why the above support mechanism is not available to your employees.*)

...Internal support networks for parents

No (*You may specify why the above support mechanism is not available to your employees.*)

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

No (*You may specify why the above support mechanism is not available to your employees.*)

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

No (*You may specify why the above support mechanism is not available to your employees.*)

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

Yes (*Please indicate the availability of this support mechanism.*)

...Yes

Available at ALL worksites

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

Yes (*Please indicate the availability of this support mechanism.*)

...Yes

Available at ALL worksites

...Support in securing school holiday care

No (*You may specify why the above support mechanism is not available to your employees.*)

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

No (*You may specify why the above support mechanism is not available to your employees.*)

...Parenting workshops targeting mothers

No (*You may specify why the above support mechanism is not available to your employees.*)

...Parenting workshops targeting fathers

No (*You may specify why the above support mechanism is not available to your employees.*)

...Other (provide details)

No

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

## Sex-based harassment and discrimination

1: Do you have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?

Yes(Select all that apply)	
...Yes	Policy
1.1: Do you provide a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?	Yes

2: Do you provide training on sex-based harassment and discrimination prevention to the following groups?

...All managers	Yes(Please indicate how often is this training provided (select all that apply):)
...Yes	At induction At least annually
...All employees	Yes(Please indicate how often is this training provided (select all that apply):)
...Yes	At induction At least annually

3: If your organisation would like to provide additional information relating to sex-based harassment and 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(Select all that apply)	
...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?

...Employee assistance program (including access to psychologist, chaplain or counsellor)	Yes
...Training of key personnel	No(Select all that apply)
...A domestic violence clause is in an enterprise agreement or workplace agreement	No(Select all that apply)
...Workplace safety planning	No(Select all that apply)
...Access to paid domestic violence leave (contained in an enterprise/workplace agreement)	No(Select all that apply)
...Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)	No(Select all that apply)
...Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)	Yes



...Access to unpaid leave	Yes
...Confidentiality of matters disclosed	Yes
...Referral of employees to appropriate domestic violence support services for expert advice	Yes
...Protection from any adverse action or discrimination based on the disclosure of domestic violence	Yes
...Flexible working arrangements	Yes
...Provision of financial support (e.g. advance bonus payment or advanced pay)	Yes
...Offer change of office location	Yes
...Emergency accommodation assistance	No( <i>Select all that apply</i> )
...Access to medical services (e.g. doctor or nurse)	No( <i>Select all that apply</i> )
...Other (provide details)	Yes
...Yes	We also allow personal/carers leave to be used in case of family or domestic violence.

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

# Workplace Profile Table

Industry: \*

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	339	786	0	0	1,125
	Part-time permanent	10	1	0	0	11
Professionals	Full-time permanent	165	410	0	0	575
	Part-time permanent	31	14	0	0	45
	Casual	4	49	0	0	53
Technicians And Trades Workers	Full-time permanent	0	2	0	0	2
Clerical And Administrative Workers	Full-time permanent	234	107	0	0	342
	Full-time contract	2	1	0	0	3
	Part-time permanent	133	10	0	0	143
	Casual	15	8	0	0	23
Sales Workers	Full-time permanent	1,218	2,063	0	0	3,281
	Full-time contract	2	0	0	0	2
	Part-time permanent	1,153	996	0	0	2,150
	Casual	1,656	1,794	0	0	3,452
Machinery Operators And Drivers	Full-time permanent	83	569	0	0	652
	Part-time permanent	48	211	0	0	259
	Casual	42	485	0	0	527

\* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Gender X

# Workplace Profile Table

Industry: \*

Manager category	Level to CEO	Employment status	No. of employees		
			F	M	Total*
CEO	0	Full-time permanent	0	1	1
KMP	-1	Full-time permanent	0	1	1
KMP/HOB	-1	Full-time permanent	0	2	2
GM	-1	Full-time permanent	1	5	6
	-2	Full-time permanent	4	21	25
	-3	Full-time permanent	4	15	19
SM	-3	Full-time permanent	7	13	20
		Part-time permanent	1	0	1
	-4	Full-time permanent	11	49	60
		Part-time permanent	1	0	1
OM	-2	Full-time permanent	0	1	1
	-3	Full-time permanent	16	38	54
		Part-time permanent	3	0	3
	-4	Full-time permanent	15	23	38
	-5	Full-time permanent	62	248	310
		Part-time permanent	2	0	2
	-6	Full-time permanent	219	369	588
Part-time permanent		3	1	4	

\* Total employees includes Gender X

# Workplace Profile Table

Industry: Other Store-Based Retailing

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	339	786	0	0	1,125
	Part-time permanent	10	1	0	0	11
Professionals	Full-time permanent	162	306	0	0	468
	Part-time permanent	29	1	0	0	30
	Casual	0	1	0	0	1
Clerical And Administrative Workers	Full-time permanent	234	107	0	0	342
	Full-time contract	2	1	0	0	3
	Part-time permanent	133	10	0	0	143
	Casual	15	8	0	0	23
Sales Workers	Full-time permanent	1,218	2,063	0	0	3,281
	Full-time contract	2	0	0	0	2
	Part-time permanent	1,153	996	0	0	2,150
	Casual	1,656	1,794	0	0	3,452
Machinery Operators And Drivers	Full-time permanent	83	569	0	0	652
	Part-time permanent	48	211	0	0	259
	Casual	42	485	0	0	527

\* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Gender X

# Workplace Profile Table

Industry: Other Store-Based Retailing

Manager category	Level to CEO	Employment status	No. of employees		
			F	M	Total*
CEO	0	Full-time permanent	0	1	1
KMP	-1	Full-time permanent	0	1	1
KMP/HOB	-1	Full-time permanent	0	2	2
GM	-1	Full-time permanent	1	5	6
	-2	Full-time permanent	4	21	25
	-3	Full-time permanent	4	15	19
SM	-3	Full-time permanent	7	13	20
		Part-time permanent	1	0	1
	-4	Full-time permanent	11	49	60
		Part-time permanent	1	0	1
OM	-2	Full-time permanent	0	1	1
	-3	Full-time permanent	16	38	54
		Part-time permanent	3	0	3
	-4	Full-time permanent	15	23	38
	-5	Full-time permanent	62	248	310
		Part-time permanent	2	0	2
	-6	Full-time permanent	219	369	588
Part-time permanent		3	1	4	

\* Total employees includes Gender X

## Workplace Profile Table

\* Categorised using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: \*

Question	Contract Ty..	Employment..	Manager Category	Female	Male	Total*	
1. How many employees were promoted?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0	
			Managers	29	44	73	
			Non-managers	52	102	154	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	3	0	3
				Non-managers	3	0	3
	Fixed-Term Contract		CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0	
			Managers	25	24	49	
			Non-managers	221	271	492	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	1	1	2	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	0	0	0
				Non-managers	197	176	373
	Fixed-Term Contract		CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	86	118	204	
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0	
			Managers	11	23	34	
			Non-managers	144	253	398	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	2	1	3	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	1	0	1
				Non-managers	104	90	194
	Fixed-Term Contract		CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	1,336	1,693	3,037	

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: \*

Question	Contract Ty..	Employment..	Manager Category	Female	Male	Total*
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	12	29	41
			Non-managers	96	139	235
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	1	0	1
			Non-managers	3	1	4
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	70	65	135
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
		Managers	0	0	0	
		Non-managers	300	263	563	
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	17	2	19
			Non-managers	89	0	89
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	2	0	2
			Non-managers	132	0	132
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
		Managers	0	0	0	
		Non-managers	25	0	25	
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	6	6
			Non-managers	0	14	14
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	4	4
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
		Managers	0	0	0	
		Non-managers	0	1	1	

\* Total employees includes Gender X



# Workforce Management Statistics Table

Industry: \*

Question	Contract Ty..	Employment..	Manager Category	Female	Male	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	1	0	1
			Non-managers	6	0	6
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	11	0	11
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Other Store-Based Retailing

Question	Contract Ty..	Employment..	Manager Category	Female	Male	Total*	
1. How many employees were promoted?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0	
			Managers	29	44	73	
			Non-managers	52	102	154	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	3	0	3
				Non-managers	3	0	3
	Fixed-Term Contract		CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0	
			Managers	25	24	49	
			Non-managers	221	263	484	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	1	1	2	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	0	0	0
				Non-managers	197	175	372
	Fixed-Term Contract		CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	85	109	194	
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0	
			Managers	11	23	34	
			Non-managers	144	248	393	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	2	1	3	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	1	0	1
				Non-managers	104	89	193
	Fixed-Term Contract		CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	1,335	1,684	3,027	

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Other Store-Based Retailing

Question	Contract Ty..	Employment..	Manager Category	Female	Male	Total*	
4. How many employees (including partners with an employment contract) voluntarily resigned?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0	
			Managers	12	29	41	
			Non-managers	96	139	235	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	1	0	1	
			Non-managers	3	1	4	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	0	0	0
				Non-managers	70	65	135
	Fixed-Term Contract		CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	300	261	561	
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0	
			Managers	17	2	19	
			Non-managers	89	0	89	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	2	0	2
				Non-managers	132	0	132
	Fixed-Term Contract		CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	25	0	25	
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	6	6	
			Non-managers	0	14	14	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	0	0	0
				Non-managers	0	4	4
	Fixed-Term Contract		CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	1	1	

\* Total employees includes Gender X

# Workforce Management Statistics Table

Industry: Other Store-Based Retailing

Question	Contract Ty..	Employment..	Manager Category	Female	Male	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	1	0	1
			Non-managers	6	0	6
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	11	0	11
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0

\* Total employees includes Gender X

# Workplace Gender Equality Agency 2020–21 Compliance Program Submission approval

I, the CEO (or equivalent), confirm that the data provided in the 2020-21 Compliance Program submission is complete and correct, as reported in the full data appendices:

- Public Workplace Profile
- Public Workforce Management Statistics
- Public Questionnaire
- Confidential Data.

I approve the submission of this data to WGEA.

I also confirm that the organisation/s covered by this submission will meet the notification and access requirements as detailed below.

Name of CEO (or equivalent)

Terry Smart

CEO (or equivalent) signature



Date of signature

22/7/2021

## What next?

The contact nominated for the submission of this report must complete the declaration and consent process in the WGEA Portal. The Agency does not require physical evidence of the CEO's signature.

To comply with the notification and access requirements, your organisation/s must:

- inform its employees and members or shareholders that it has lodged its report with the Agency and advise how the public data may be accessed
- provide access to the public data to employees and members or shareholders
- inform employee organisations with members in its workplace that the report has been lodged
- inform its employees and those employee organisations with members in its workplace of the opportunity to comment on the report to the employer or the Agency.

For more information on the notification and access requirements, read [here](#).

