



Public report

2016-17

Submitted by

Legal Name: MMA Offshore Ltd







Organisation and contact details

Submitting organisation details	Legal name	MMA Offshore Ltd				
	ABN	21083185693				
	ANZSIC	I Transport, Postal and Warehousing 5219 Other Water Transport Support Services				
	Business/trading name/s					
	ASX code (if applicable)	MRM				
	Postal address	PO BOX 715				
		SOUTH FREMANTLE WA 6162				
		AUSTRALIA				
	Organisation phone number	(08) 9431 7431				
Reporting structure	Ultimate parent	MMA Offshore Ltd				
	Number of employees covered by this report	523				





All organisations covered by this report

Legal name	Business/trading name/s
MMA Offshore Ltd	
MMA Vessel Operations Pty Ltd	
M Logistics Pty Ltd	





Workplace profile

Manager

Managanatan	Day artis or lavel to OFO	Formula was not about a		ı	No. of employees
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees
		Full-time permanent	0	1	1
		Full-time contract	0	0	0
	0	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	6	6
Key management personnel		Full-time contract	0	0	0
	-1	Part-time permanent	1	0	1
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	5	5
Other executives/General managers	-2	Full-time contract	0	0	0
		Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	2	3	5
		Full-time contract	0	0	0
	-2	Part-time permanent	0	0	0
		Part-time contract	0	0	0
Senior Managers		Casual	0	0	0
Serior Managers		Full-time permanent	1	7	8
		Full-time contract	0	0	0
	-3	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	2	2
		Full-time contract	0	0	0
Other managers	-2	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0





Manager equipational entegeries	Paparting lavel to CEO	Employment status			No. of employees
Manager occupational categories	Reporting level to CEO			М	Total employees
		Full-time permanent	3	12	15
		Full-time contract	0	0	0
	-3	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
	-4	Full-time permanent	0	5	5
		Full-time contract	0	1	1
		Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	1	15	16
		Full-time contract	0	0	0
	-5	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	12	12
Grand total: all managers			8	69	77

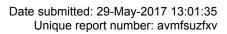




Workplace profile

Non-manager

Non manager equipational estagaries	Employment status	No. of employees (exclud	ing graduates and apprentices)	No. of graduate	s (if applicable)	No. of apprentic	es (if applicable)	Total ampleyees
Non-manager occupational categories	Employment status	F	M	F	М	F	M	Total employees
	Full-time permanent	5	6	0	0	0	0	11
	Full-time contract	0	0	0	0	0	0	0
	Part-time permanent	1	0	0	0	0	0	1
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	7	168	0	0	0	1	176
	Full-time contract	1	9	0	0	0	0	10
Technicians and trade	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	6	169	0	0	0	0	175
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Community and personal service	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	25	2	0	0	0	0	27
	Full-time contract	2	0	0	0	0	0	2
Clerical and administrative	Part-time permanent	7	0	0	0	0	0	7
	Part-time contract	2	0	0	0	0	0	2
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Sales	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	1	33	0	0	0	0	34
	Full-time contract	0	1	0	0	0	0	1
Machinery operators and drivers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0







Non manager equipational estageries	Employment status	No. of employees (exclud	ing graduates and apprentices)	No. of graduates (if applicable)		No. of apprentices (if applicable)		Total ampleyage
Non-manager occupational categories	Employment status	F	M	F	M	F	М	Total employees
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Labourers	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Others	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Grand total: all non-managers		57	388	0	0	0	1	446





Reporting questionnaire

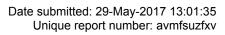
Gender equality indicator 1: Gender composition of workforce

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:

- 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.
- 1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

1.1	Recruitment ☐ 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
	 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
	 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)	0	6
Number of appointments made to NON-MANAGER roles (including promotions)	3	45

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	Female Male		Male
Permanent/ongoing full-time employees	0	4	0	0
Permanent/ongoing part-time employees	0	0	0	0
Fixed-term contract full-time employees	0	0	0	0
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?

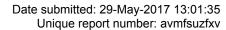
	Mana	Managers		nagers
	Female	Female Male		Male
Permanent/ongoing full-time employees	0	3	6	14
Permanent/ongoing part-time employees	0	0	0	0
Fixed-term contract full-time employees	0	0	1	0
Fixed-term contract part-time employees	0	0	1	0
Casual employees	0	0	0	6

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

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 questions relating to each governing body 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.

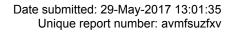






If your organisation's governing body is the same as your parent entity's, you will need to add your organisation's name BUT the numerical details of your parent entity's governing body.

2.1a.1	a.1 Organisation name?							
	MMA Offshore Australia Pty Ltd							
2.1b.1	How many Chairs on this governing body?							
		Female	Male					
	Number	0	1					
2.1c.1	How many other members are on this governing body (excluding the Chair/s)?							
		Female	Male					
	Number	1	3					
	 Yes No (you may specify why a target has not been set) Governing body/board has gender balance (e.g. 40% women/40% men/20% either) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Do not have control over governing body/board appointments (provide details why): Not a priority Other (provide details): 							
2.1e.1	What is the percentage (%) target?							
	33.3							
2.1f.1	What year is the target to be reached?							
	2018							
2.1g.1	Are you reporting on any other organi	sations in this report?						
	☐ Yes ⊠ No							
2.2	Do you have a formal selection policy and/or formal selection strategy for governing body m for ALL organisations covered in this report?							
	✓ Yes (select all applicable answers)☐ Policy✓ Strategy							
		election policy or formal selection strategy odies	is in place)					
		please enter date this is due to be comple	eted					
		rning body appointments (provide details	why)					



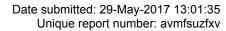


2.3



		"incorporated" entity - Pty Ltd, Ltd or Inc; or an "unincorporated" entity)? ☐ Yes ☑ No
	2.5	If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.
Ger	nder	equality indicator 3: Equal remuneration between women and men
	remune r equali	ration between women and men is a key component of improving women's economic security and progressing ty.
3.	Do yo	u have a formal policy and/or formal strategy on remuneration generally?
	⊠ Yes	s (select all applicable answers) ☐ Policy ☑ Strategy
	□ No	□ Currently under development, please enter date this is due to be completed □ 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):
4.		ou analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. cted a gender pay gap analysis)?
	⊠ Yes	s - 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):
	☐ No	(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
		Salaries for ALL employees (including managers) are set by awards or 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)
	IS roor	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 sments)
		 ☐ Non-award employees paid market rate ☐ Not a priority ☐ Other (provide details):

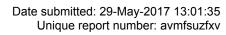
Does your organisation operate as a partnership structure (i.e. select NO if your organisation is an







	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).
	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) Analysed performance pay to ensure there is no gender bias (including unconscious bias) Analysed performance pay to ensure there is no gender bias (including unconscious bias) Trained people-managers in addressing gender bias (including unconscious bias) Set targets to reduce any like-for-like gaps Set targets to reduce any 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) 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:
		equality indicator 4: Flexible working and support for employees nily and caring responsibilities
employ suppor to com	ment t ting en bine pa	will enable the collection and use of information from relevant employers about the availability and utility of erms, conditions and practices relating to flexible working arrangements for employees and to working arrangements aployees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men id work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental ality and to maximising Australia's skilled workforce.
5.		IMARY CARER" is the member of a couple or a single carer, REGARDLESS OF GENDER, identified as having er responsibility for the day-to-day care of a child.
		u provide EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for women AND n addition to any government funded parental leave scheme for primary carers?
		s. (Please indicate how employer funded paid parental leave is provided to the primary carer): By paying the gap between the employee's salary and the government's paid parental leave scheme By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of ver 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)







	time of	the how employer funded paid parental leave is provided to women ONLY (e.g. maternity leave). (Please the 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 scheme), regardless of the period of 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) or, we offer paid parental leave for primary carers that is available to men ONLY. (Please indicate how employer funded 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 period of 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) or, not available (you may specify why this leave is not provided) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Government scheme is sufficient Not a priority Other (provide details):
	5.1	How many weeks of EMPLOYER FUNDED paid parental leave for primary carers is provided? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of weeks provided:
5a.	carer	or organisation would like to provide additional information on your paid parental leave for primary seguing e.g. eligibility period, where applicable the maximum number of weeks provided, and other gements you may have in place, please do so below.
	5.2	What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY CARERS? In your calculation, you MUST INCLUDE CASUALS when working out the proportion. <10%
6.	prima Do yo womo	ECONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the ary carer. Ou provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and en, in addition to any government funded parental leave scheme for secondary carers? Output Ou





 How many MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.

	Primary carer'	s leave	Secondary care	r's leave
	Female	Male	Female	Male
Managers	1	0	0	0

7.1 How many NON-MANAGERS have taken parental leave during the reporting period (paid and/or unpaid)? Include employees still on parental leave, regardless of when it commenced.

	Primary carer	's leave	Secondary care	r's leave
	Female	Male	Female	Male
Non-managers	3	0	0	0

- 8. How many MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
 - Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
 - 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

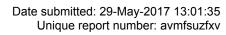
	Females	Males
Managers	0	0

- 8.1 How many NON-MANAGERS, during the reporting period, ceased employment before returning to work from parental leave, regardless of when the leave commenced?
 - Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
 - 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

	Female	Male
Non-managers	0	0

Do you have a formal policy and/or formal strategy on flexible working arrangements	9.	Do you have	e a formal policy	/ and/or formal	strategy on fle	xible working	arrangements
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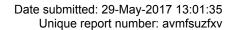
⊠ Yes	(select all applicable answers) ☐ Policy ☐ Strategy
□ No	(you may specify why no formal policy or formal strategy is in place) Currently under development, please enter date this is due to be completed Insufficient resources/expertise Don't offer flexible arrangements Not a priority Other (provide 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







		□ Fearn-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 yo	u have a formal policy and/or formal strategy to support employees with family or caring responsibilities?
		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):
11.		u offer any other support mechanisms, other than leave, for employees with family or caring responsibilities mployer-subsidised childcare, breastfeeding facilities)?
	⊠ Ye: □ No	(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):
	11.1	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

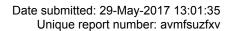






	 Coaching for employees on returning to work from parental leave Available at some worksites only Available at all worksites Parenting workshops targeting mothers Available at some worksites only Available at all worksites Parenting workshops targeting fathers Available at some worksites only Available at all worksites None of the above, please complete question 11.2 below
12.	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)
13.	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?
	 Yes (select all applicable answers) ☑ Employee assistance program (including access to a psychologist, chaplain or counsellor) ☐ Training of key personnel ☐ A domestic violence clause is in an enterprise agreement or workplace agreement ☐ Workplace safety planning ☐ Access to paid 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) ☐ Offer change of office location ☐ Emergency accommodation assistance ☐ Access to medical services (e.g. doctor or nurse) ☐ Other (provide details): ☐ 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 a priority ☐ Other (provide details):
14.	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 • job sharing • carer's leave

purchased leave

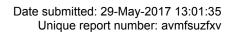






14.1	 Which options from the list below are Unticked checkboxes mean this 			nployees.	
		Man	agers	Non-m	anagers
		Formal	Informal	Formal	Informa
	Flexible hours of work			\boxtimes	
	Compressed working weeks				
	Time-in-lieu		\boxtimes		
	Telecommuting		\boxtimes		
	Part-time work				
	Job sharing				
	Carer's leave				
	Purchased leave				
	Unpaid leave				
	☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details):	enter date this is due	to be completed	1	
	☐ Insufficient resources/expertise☐ Not a priority	ride additional inform	nation relating to	to gender equa	
nder Ceri ender e	☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details): If your organisation would like to provide as do so below: equality indicator 5: Coning gender equality in the equality in the workplace.	ride additional inform nsultation wi he workplace It consultation occurs t	nation relating to th emplo etween employ	to gender equal Yees on ers and employ	issues rees on issu
nder Ceri ender e rning g	☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details): If your organisation would like to provide as do so below: equality indicator 5: Coining gender equality in the equality in the workplace.	ride additional inform nsultation wi he workplace It consultation occurs t	nation relating to th emplo etween employ	to gender equal Yees on ers and employ	issues vees on issu
nder Ceri ender e rning g	☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details): If your organisation would like to provide as do so below: equality indicator 5: Coining gender equality in the equality in the workplace.	nsultation with the workplace at consultation occurs to the consultation occurs the consultation occur	ith emploe etween employ r equality in yo	yees on ers and employ	issues rees on issu
nder Ceri ender e rning g	☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details): If your organisation would like to provide ase do so below: equality indicator 5: Coning gender equality in the equality in the equality in the workplace. you consulted with employees on issue the equality in the workplace. you consulted with employees on issue the equality in the workplace. you consulted with employees on issue the equality in the workplace. you consulted with employees on issue the equality in the workplace. you consulted with employees on issue the equality in the workplace. you consulted with employees on issue the equality in the workplace. you consulted with employees on issue the equality in the workplace. you consulted with employees on issue the equality in the workplace. you consulted with employees on issue the equality in the workplace. you consulted with employees on issue the equality in the workplace. you consulted with employees on issue the equality in the workplace. you consulted with employees on issue the equality in the workplace. you consulted with employees on issue the equality in the workplace.	nsultation with the workplace of the consultation occurs the consultation occu	ith emploes petween employ r equality in your gender equali	yees on ers and employ ur workplace?	issues vees on issu

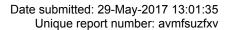
unpaid leave.
 Options may be offered both formally and/or informally.
 For example, if time-in-lieu is available to women formally but to men informally, you would select NO.







		 ☑ Exit interviews ☑ Performance discussions ☐ Other (provide details): 	
	15.2	Who did you consult?	
		 □ All staff □ Women only □ Men only □ Human resources managers □ Management □ Employee representative group(s) □ Diversity committee or equivalent □ Women and men who have resigned while on parental leave □ Other (provide details): 	
	15.3	If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.	
The popular	reventio	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 you 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):	
17.	Do yo	u provide training for all managers on sex-based harassment and discrimination prevention?	
	☐ Ye	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):	







☑ No	(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):
	Harassment and discrimination prevention services provided through HR Managers
17.1	If your organisation would like to provide additional information relating to gender equality indicator 6, please do so below:

Other

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.)





Gender composition proportions in your workplace

Important notes:

- 1. Proportions are based on the data contained in your workplace profile and reporting questionnaire.
- Some proportion calculations will not display until you press **Submit** at step 6 on the reporting page in the portal. When your CEO signs off the report prior to it being submitted, it is on the basis that the proportions will only reflect the data contained in the report.
- 3. 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 12.4% females and 87.6% males.

Promotions

- 2. 0.0% of employees awarded promotions were women and 100.0% were men
 - i. 0.0% of all manager promotions were awarded to women
 - ii. 0.0% of all non-manager promotions were awarded to women.
- 3. 2.1% of your workforce was part-time and 0.0% of promotions were awarded to part-time employees.

Resignations

- 4. 25.8% of employees who resigned were women and 74.2% were men
 - i. 0.0% of all managers who resigned were women
 - ii. 28.6% of all non-managers who resigned were women.
- 5. 2.1% of your workforce was part-time and 3.2% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- i. 0.0% of all women who utilised parental leave ceased employment before returning to work
- ii. N/A 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
- iv. N/A non-managers who utilised parental leave and ceased employment before returning to work were women.

Notification and access List of employee organisations: Maritime Union of Australia (MUA) Australian Maritime Officers Union (AMOU) The Australian Institute of Marine and Power Engineers (AIMPE) CEO sign off confirmation Name of CEO or equivalent: Jeff Weber CEO signature: Date: