

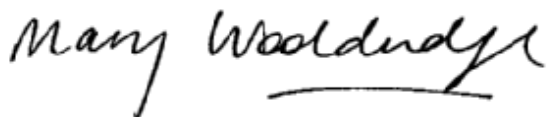
11 February 2022

CERTIFICATE OF COMPLIANCE WITH THE WORKPLACE GENDER EQUALITY ACT 2012

I am pleased to advise that the following organisations, as listed below, are **compliant** with the *Workplace Gender Equality Act 2012* (Act) for the 2020-21 reporting period.

1. Employers Mutual Limited (ABN: 67000006486)
2. Employers Mutual Management Pty Ltd (ABN: 11001735191)

This certificate forms your **notice of compliance with the Act** until replaced with a new certificate of compliance for the next reporting period.



Mary Wooldridge
Director



2020 - 21 Compliance Program

Submitted by:

**Employers Mutual Management Pty Ltd
(ABN:11001735191)**

**Employers Mutual Limited
(ABN:67000006486)**

#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(Select all that apply)
...Retention	Yes(Select all that apply)
...Performance management processes	Yes(Select all that apply)
...Promotions	Yes(Select all that apply)
...Talent identification/identification of high potentials	Yes(Select all that apply)
...Succession planning	Yes(Select all that apply)
...Training and development	Yes(Select all that apply)
...Key performance indicators for managers relating to gender equality	No(Select all that apply)

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

Yes(Select all that apply)	
...Yes	Strategy

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

Governing bodies

Employers Mutual Management Pty Ltd

1: Does this organisation have a governing body?	Yes(Provide further details on the governing body(ies) and its composition)
1.1: What is the name of your governing body?	Employers Mutual Management Pty Ltd
1.2: What type of governing body does this organisation have?	Board of directors
1.5: Has a target been set to increase the representation of women on this governing body?	No(Select all that apply)

Employers Mutual 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>)
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2: If your organisation would like to provide additional information relating to governing bodies and gender equality in your workplace, 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(*Select all that apply*)

...Yes

Policy

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.*)

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?

No(*Select all that apply*)

...No

Not a priority

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

#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
...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	Yes
...Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body	Yes
...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>)
...Compressed working weeks	Yes(<i>Select one option only</i>)
...Time-in-lieu	Yes(<i>Select one option only</i>)
...Telecommuting (e.g. working from home)	Yes(<i>Select one option only</i>)
...Part-time work	Yes(<i>Select one option only</i>)
...Job sharing	Yes(<i>Select one option only</i>)
...Carer's leave	Yes(<i>Select one option only</i>)
...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>)

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?

Don't know / Not applicable

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?

No, we do not offer employer funded parental leave

...No, we do not offer employer funded parental leave

Other (provide details)

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.

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

Policy

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.)

...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

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

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

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

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

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

...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(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...Parenting workshops targeting fathers	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...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
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2: Do you provide training on sex-based harassment and discrimination prevention to the following groups?

...All managers	Yes(<i>Please indicate how often is this training provided (select all that apply):</i>)
...All employees	Yes(<i>Please indicate how often is this training provided (select all that apply):</i>)

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?

No(*Select all that apply*)

...No	Included in award/industrial or workplace agreement
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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	Yes
...A domestic violence clause is in an enterprise agreement or workplace agreement	Yes
...Workplace safety planning	No(<i>Select all that apply</i>)
...Access to paid domestic violence leave (contained in an enterprise/workplace agreement)	No(<i>Select all that apply</i>)
...Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)	Yes

...Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)	No(<i>Select all that apply</i>)
...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

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: Auxiliary Finance and Insurance Services

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	235	159	0	0	394
	Full-time contract	2	1	0	0	3
	Part-time permanent	12	2	0	0	14
Professionals	Full-time permanent	1,298	613	0	0	1,911
	Full-time contract	29	15	0	0	44
	Part-time permanent	188	18	0	0	206
	Part-time contract	9	0	0	0	9
	Casual	6	3	0	0	9
Clerical And Administrative Workers	Full-time permanent	35	3	0	0	38
	Full-time contract	7	1	0	0	8
	Part-time permanent	1	2	0	0	3
	Part-time contract	3	0	0	0	3
	Casual	1	1	0	0	2

* Categorised 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: Auxiliary Finance and Insurance Services

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	2	1	3
		Full-time contract	0	1	1
KMP/HOB	-2	Full-time permanent	1	1	2
GM	-2	Full-time permanent	5	8	13
SM	-2	Full-time permanent	4	1	5
	-3	Full-time permanent	24	32	56
		Part-time permanent	1	1	2
OM	-3	Full-time permanent	6	4	10
		Part-time permanent	1	0	1
	-4	Full-time permanent	61	31	92
		Full-time contract	1	0	1
		Part-time permanent	6	1	7
	-5	Full-time permanent	56	44	100
		Full-time contract	1	0	1
		Part-time permanent	3	0	3
	-6	Full-time permanent	76	36	112
		Part-time permanent	1	0	1

* 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)
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Workplace Profile Table

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Workplace Profile Table

Industry: Auxiliary Finance and Insurance Services

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	Full-time contract	29	15	0	0	44
	Part-time permanent	188	18	0	0	206
	Part-time contract	9	0	0	0	9
	Casual	6	3	0	0	9
Clerical And Administrative Workers	Full-time permanent	35	3	0	0	38
	Full-time contract	7	1	0	0	8
	Part-time permanent	1	2	0	0	3
	Part-time contract	3	0	0	0	3
	Casual	1	1	0	0	2

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			F	M	Total*
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		Full-time contract	0	1	1
KMP/HOB	-2	Full-time permanent	1	1	2
GM	-2	Full-time permanent	5	8	13
SM	-2	Full-time permanent	4	1	5
	-3	Full-time permanent	24	32	56
		Part-time permanent	1	1	2
OM	-3	Full-time permanent	6	4	10
		Part-time permanent	1	0	1
	-4	Full-time permanent	61	31	92
		Full-time contract	1	0	1
		Part-time permanent	6	1	7
	-5	Full-time permanent	56	44	100
		Full-time contract	1	0	1
		Part-time permanent	3	0	3
	-6	Full-time permanent	76	36	112
		Part-time permanent	1	0	1

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Auxiliary Finance and Insurance Services

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	30	24	54
			Non-managers	88	28	116
		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	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
	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	87	54	141
			Non-managers	190	85	275
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	1	2	3
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	7	0	7
			Non-managers	25	6	31
		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
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	10	6	16
			Non-managers	444	272	716
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	7	2	9
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	2	2	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	1	1
			Managers	0	0	0
			Non-managers	1	0	1

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Auxiliary Finance and Insurance Services

Question	Contract Type	Employment Type	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	1	1
			Managers	20	14	34
			Non-managers	344	190	534
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	1	1	2
			Non-managers	13	4	17
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	5	0	5
			Non-managers	32	5	37
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	3	0	3
	N/A	Casual	CEO, KMPs, and HOBs	0	1	1
			Managers	0	1	1
			Non-managers	3	5	8
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	10	0	10
			Non-managers	63	0	63
		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	5	0	5
			Non-managers	41	0	41
		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
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	1	1
			Non-managers	0	8	8
		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	0	0
		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

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Auxiliary Finance and Insurance Services

Question	Contract Type	Employment Type	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	5	0	5
		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	1	0	1
			Non-managers	5	0	5
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0

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Workforce Management Statistics Table

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			Managers	0	0	0
			Non-managers	0	0	0
	Part-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
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
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	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	7	0	7
			Non-managers	25	6	31
		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
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
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			Managers	0	0	0
			Non-managers	2	2	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	1	1
			Managers	0	0	0
			Non-managers	1	0	1

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Auxiliary Finance and Insurance Services

Question	Contract Type	Employment Type	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	1	1
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			Non-managers	13	4	17
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	5	0	5
			Non-managers	32	5	37
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	3	0	3
	N/A	Casual	CEO, KMPs, and HOBs	0	1	1
			Managers	0	1	1
			Non-managers	3	5	8
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	10	0	10
			Non-managers	63	0	63
		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
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			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
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
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			Managers	0	0	0
			Non-managers	0	0	0
		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

* Total employees includes Gender X

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Industry: Auxiliary Finance and Insurance Services

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			Non-managers	5	0	5
		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	1	0	1
			Non-managers	5	0	5
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0

* Total employees includes Gender X