



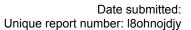
Public report

2018-19

Submitted by

Legal Name: Shine Lawyers Pty Ltd









Organisation and contact details

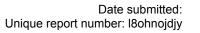
| Submitting organisation details | Legal name | Shine Lawyers Pty Ltd | | | | |
|---------------------------------|--|--|--|--|--|--|
| | ABN | 86134702757 | | | | |
| | ANZSIC | M Professional, Scientific and Technical Services 6931 Legal Services | | | | |
| | Business/trading name/s | Shine Lawyers | | | | |
| | ASX code (if applicable) | SHJ | | | | |
| | Postal address | PO Box 12011 GEORGE STREET QLD 4003 | | | | |
| | Organisation phone number | AUSTRALIA 0738378445 | | | | |
| Reporting structure | Ultimate parent | Shine Corporate Ltd | | | | |
| | Number of employees covered by this report | 798 | | | | |





All organisations covered by this report

| Legal name | Business/trading name/s |
|--|-------------------------|
| Shine Lawyers Pty Ltd | Shine Lawyers |
| Best Wilson Buckley Family Law Pty Ltd | |
| Bradley Bayly Holdings Pty Ltd | Bradley Bayly Legal |
| SB Law Pty Ltd | |
| Sciacca's Lawyers Pty Ltd | |
| Shine Corporate Ltd | |
| Emanate Legal Services Pty Ltd | |
| Nerve Solutions Group Pty Ltd | |
| | |



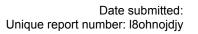




Workplace profile

Manager

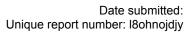
| | D # 1 1/ 050 | | | N | o. of employees |
|-----------------------------------|------------------------|---------------------|---|---|-----------------|
| Manager occupational categories | Reporting level to CEO | Employment status | F | М | Total employees |
| | | Full-time permanent | 2 | 5 | 7 |
| | | Full-time contract | 0 | 0 | 0 |
| CEO/Head of Business in Australia | 0 | Part-time permanent | 0 | 0 | 0 |
| | | Part-time contract | 0 | 0 | 0 |
| | | Casual | 0 | 0 | 0 |
| | | Full-time permanent | 0 | 1 | 1 |
| | | Full-time contract | 0 | 0 | 0 |
| | -1 | Part-time permanent | 0 | 0 | 0 |
| | | Part-time contract | 0 | 0 | 0 |
| Many management management | | Casual | 0 | 0 | 0 |
| Key management personnel | | Full-time permanent | 4 | 1 | 5 |
| | | Full-time contract | 0 | 0 | 0 |
| | -2 | Part-time permanent | 0 | 0 | 0 |
| | | Part-time contract | 0 | 0 | 0 |
| | | Casual | 0 | 0 | 0 |
| | | Full-time permanent | 3 | 1 | 4 |
| | | Full-time contract | 0 | 0 | 0 |
| | -1 | Part-time permanent | 0 | 1 | 1 |
| | | Part-time contract | 0 | 0 | 0 |
| | | Casual | 0 | 1 | 1 |
| | | Full-time permanent | 1 | 4 | 5 |
| | | Full-time contract | 0 | 0 | 0 |
| Other executives/General managers | -2 | Part-time permanent | 0 | 0 | 0 |
| | | Part-time contract | 0 | 0 | 0 |
| | | Casual | 0 | 0 | 0 |
| | | Full-time permanent | 1 | 4 | 5 |
| | | Full-time contract | 0 | 0 | 0 |
| | -3 | Part-time permanent | 0 | 0 | 0 |
| | | Part-time contract | 0 | 0 | 0 |
| | | Casual | 0 | 0 | 0 |







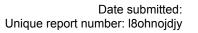
| Manager occupational categories | Reporting level to CEO | Employment status | | No. of employees | |
|-----------------------------------|------------------------|---------------------|----|------------------|-----------------|
| ivianagei occupational categories | Reporting level to CLO | | F | М | Total employees |
| | | Full-time permanent | 0 | 1 | 1 |
| | | Full-time contract | 0 | 0 | 0 |
| | -4 | Part-time permanent | 2 | 0 | 2 |
| | | Part-time contract | 0 | 0 | 0 |
| | | Casual | 0 | 0 | 0 |
| | | Full-time permanent | 2 | 0 | 2 |
| | | 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 | 1 | 2 | 3 |
| | | Full-time contract | 0 | 0 | 0 |
| | -2 | Part-time permanent | 1 | 0 | 1 |
| | | Part-time contract | 0 | 0 | 0 |
| | | Casual | 0 | 0 | 0 |
| | | Full-time permanent | 4 | 2 | 6 |
| | | Full-time contract | 0 | 0 | 0 |
| Senior Managers | -3 | Part-time permanent | 2 | 0 | 2 |
| | | Part-time contract | 0 | 0 | 0 |
| | | Casual | 0 | 0 | 0 |
| | | Full-time permanent | 13 | 2 | 15 |
| | | Full-time contract | 0 | 0 | 0 |
| | -4 | Part-time permanent | 1 | 0 | 1 |
| | | Part-time contract | 1 | 0 | 1 |
| | | Casual | 0 | 0 | 0 |
| | | Full-time permanent | 3 | 4 | 7 |
| | | Full-time contract | 0 | 0 | 0 |
| | -5 | Part-time permanent | 0 | 0 | 0 |
| | | Part-time contract | 0 | 0 | 0 |
| | | Casual | 0 | 0 | 0 |
| | | Full-time permanent | 0 | 1 | 1 |
| | | Full-time contract | 0 | 0 | 0 |
| Other managers | -3 | Part-time permanent | 1 | 0 | 1 |
| Other managers | | Part-time contract | 0 | 0 | 0 |
| | | Casual | 0 | 0 | 0 |
| | -4 | Full-time permanent | 3 | 5 | 8 |







| Managar acquinational actagorica | Banarting layed to CEO | Employment status | | N | o. of employees | |
|----------------------------------|------------------------|---------------------|----|----|-----------------|--|
| Manager occupational categories | Reporting level to CEO | Employment status | F | М | Total employees | |
| | | 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 | 4 | 0 | 4 | |
| | | Full-time contract | 0 | 0 | 0 | |
| | -5 | Part-time permanent | 0 | 0 | 0 | |
| | | Part-time contract | 0 | 0 | 0 | |
| | | Casual | 0 | 0 | 0 | |
| Grand total: all managers | | | 50 | 35 | 85 | |



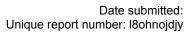




Workplace profile

Non-manager

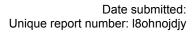
| Non manager appunational actogories | Employment status | No. of employees (excluding | graduates and apprentices) | No. of graduates (if applicable) | | No. of apprentices (if applicable) | | Total ampleyees |
|-------------------------------------|---------------------|-----------------------------|----------------------------|----------------------------------|---|------------------------------------|---|-----------------|
| Non-manager occupational categories | Limployment status | F | M | F | М | F | M | Total employees |
| Professionals | Full-time permanent | 248 | 85 | 8 | 2 | 0 | 0 | 343 |
| | Full-time contract | 19 | 3 | 0 | 0 | 0 | 0 | 22 |
| | Part-time permanent | 94 | 8 | 0 | 0 | 0 | 0 | 102 |
| | Part-time contract | 6 | 2 | 0 | 0 | 0 | 0 | 8 |
| | Casual | 7 | 2 | 0 | 0 | 0 | 0 | 9 |
| | Full-time permanent | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Full-time contract | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Technicians and trade | 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 |
| 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 | 114 | 20 | 0 | 0 | 0 | 0 | 134 |
| | Full-time contract | 11 | 1 | 0 | 0 | 0 | 0 | 12 |
| Clerical and administrative | Part-time permanent | 52 | 2 | 0 | 0 | 0 | 0 | 54 |
| | Part-time contract | 9 | 0 | 0 | 0 | 0 | 0 | 9 |
| | Casual | 15 | 2 | 0 | 0 | 0 | 0 | 17 |
| | 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 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Full-time contract | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 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 (excluding | graduates and apprentices) | No. of graduate | s (if applicable) | No. of apprentices (if applicable) | | Total ampleyees |
|-------------------------------------|---------------------|-----------------------------|----------------------------|-----------------|-------------------|------------------------------------|---|-----------------|
| 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 | 1 | 1 | 0 | 0 | 0 | 0 | 2 |
| | Full-time contract | 0 | 1 | 0 | 0 | 0 | 0 | 1 |
| 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 | _ | 576 | 127 | 8 | 2 | 0 | 0 | 713 |







Reporting questionnaire

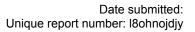
Gender equality indicator 1: Gender composition of workforce

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 mean 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 2018 to 31 March 2019. (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 ☐ June 2020 ☐ 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 |







| 1.7 | Tomotions |
|-----|---|
| | 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 |
| | 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 June 2020 □ 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 June 2020 □ 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 |
| | 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 |
| 1.9 | Gender equality overall |
| | ☐ Yes (select all applicable answers) ☐ Policy ☐ Strategy ☐ No (you may applic why as formal policy or formal strategy is in place) |
| | 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 employees were promoted during the reporting period against each category below?
IMPORTANT: Because promotions are included in the number of appointments in Q1.11, the number of promotions should never exceed appointments.

| | Mana | Managers Female Male | | nagers |
|---|--------|----------------------|----|--------|
| | Female | | | Male |
| Permanent/ongoing full-time employees | 15 | 8 | 58 | 26 |
| Permanent/ongoing part-time employees | 0 | 0 | 19 | 0 |
| Fixed-term contract full-time employees | 0 | 0 | 6 | 0 |
| Fixed-term contract part-time employees | 0 | 0 | 1 | 1 |
| Casual employees | 0 | 0 | 0 | 0 |

1.11 How many appointments in total (including the number of promotions above in Q1.10), were made to manager and non-manager roles during the reporting period (based on WGEA-defined managers/non-managers)?

IMPORTANT: promotions need to be added to these totals because they are considered internal appointments.

| | Female | Male |
|---|--------|------|
| Number of appointments made to MANAGER roles (including promotions) | 23 | 18 |
| Number of appointments made to NON-MANAGER roles (including promotions) | 243 | 66 |

1.12 How many employees resigned during the reporting period against each category below?

| | Mana | Managers Female Male | | nagers |
|---|--------|----------------------|-----|--------|
| | Female | | | Male |
| Permanent/ongoing full-time employees | 7 | 11 | 129 | 49 |
| Permanent/ongoing part-time employees | 2 | 0 | 32 | 3 |
| Fixed-term contract full-time employees | 1 | 0 | 16 | 2 |
| Fixed-term contract part-time employees | 0 | 0 | 9 | 2 |
| Casual employees | 0 | 0 | 18 | 1 |

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

Shine Corporate listed on the ASX in May 2013 and acts as the parent company of all subsidiaries/organisations reported on in this report. Shine Lawyers Pty Ltd was the original business of Shine Corporate. It accounts for approximately 650 employees of Shine Corporate. Each other subsidiary of Shine Corporate operates largely independently and each have an employee base of less than 60 employees. Shine Lawyers Pty Ltd has a number of policies and strategies in place in relation to diversity, inclusion and gender equality, however our smaller subsidiaries, operating independently, do not currently have the breadth of policies and strategies in place.

A Diversity Paper submitted to the Nomination & Remuneration Committee of the Board of Directors of Shine Corporate recommended diversity goals, which were adopted, which are:

- a) Maintain at least 50% representation of females at all role levels
- b) Meet or exceed the AICD target of 30% for female representation on Boards;
- c) Continue to investigate gender based pay in Shine Lawyers with an initial approach to resolve any inconsistencies in the FY19 salary review process.
- d) Investigate gender based pay within smaller subsidiaries with a view to resolve inconsistencies by the end of FY20;





- e) Investigate opportunities to ensure greater alignment to reflect the general Australian population in areas such as (but not limited to) age, gender and ethnicity; and
- f) That the group aspires to meet a target of 50% female representation on the Board over time.

During FY19 a number of adjustments were made to female middle manager salaries to support increased gender pay parity. The above recommendations will continue to be a focus during FY20 and a Group wide Diversity & Inclusion initiative will commence its planning phase.

The People & Culture function will be a shared services function with integration of People & Culture support to occur during FY20 - FY21. This is in progress.

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 | Organisation | name? |
|--------|---------------------|-------|
| | | |

Shine Corporate Limited

2.1b.1 How many Chairs on this governing body?

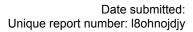
| | Female | Male |
|--------|--------|------|
| Number | 0 | 1 |

2.1c.1 How many other members are on this governing body (excluding the Chair/s)?

| | Female | Male |
|--------|--------|------|
| Number | 1 | 2 |

2.1d.1 Has a target been set to increase the representation of women on this governing body?

| ⊠ Ye | S |
|------|---|
| □ 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): |







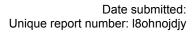
| 2.1e.1 | What is the percentage (%) target? | | |
|--------|---|---|-----------------------|
| | 50 | | |
| 2.1f.1 | What year is the target to be reached? | | |
| | 2022 | | |
| 2.1g.1 | Are you reporting on any other organis | sations in this report? | |
| | ⊠ Yes □ No | | |
| 2.1a.2 | Organisation name? | | |
| | Shine Lawyers Pty Ltd | | |
| 2.1b.2 | How many Chairs on this governing bo | ody? | |
| | | Female | Male |
| | Number | 0 | 1 |
| 2.1c.2 | How many other members are on this g | governing body (excluding the Chair/s | \$)? |
| | | Female | Male |
| | Number | 1 | 2 |
| 2.10.2 | ☐ Currently under development, ☐ Insufficient resources/expertise | not been set) der balance (e.g. 40% women/40% men please enter date this is due to be compl | n/20% either) eted |
| 2.1e.2 | What is the percentage (%) target? | | |
| | 50 | | |
| 2.1f.2 | What year is the target to be reached? | | |
| | 2022 | | |
| 2.1g.2 | Are you reporting on any other organis | sations in this report? | |
| | ⊠ Yes □ No | | |
| 2.1a.3 | Organisation name? | | |
| | Sciaccas Lawyers Pty Ltd | | |

2.1b.3 How many Chairs on this governing body?





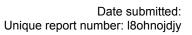
| | | Female | Male |
|--------------|---|--|-----------------------|
| | Number | 0 | 1 |
| c.3 | How many other members are on this | governing body (excluding the Chair/s | s)? |
| | | Female | Male |
| | Number | 1 | 2 |
| 1d.3 | Currently under development,Insufficient resources/expertise | not been set) nder balance (e.g. 40% women/40% men please enter date this is due to be compl | //20% either) eted |
| 1e.3 | What is the percentage (%) target? | | |
| | 50 | | |
| 1f.3 | What year is the target to be reached? | | |
| | 2022 | | |
| | 2022 | | |
| 1g.3 | Are you reporting on any other organis | sations in this report? | |
| | ⊠ Yes □ No | | |
| | | | |
| 1a.4 | Organisation name? | | |
| | Organisation name? Best Wilson Buckley | | |
| | _ | - | |
| | Best Wilson Buckley How many Chairs on this governing bo | Female | Male |
| | Best Wilson Buckley | - | Male 1 |
| 1b.4 | Best Wilson Buckley How many Chairs on this governing bo | Female 0 | 1 |
| 1b.4 | Best Wilson Buckley How many Chairs on this governing bo | Female 0 | 1 |
| 1b.4 1c.4 | Best Wilson Buckley How many Chairs on this governing bo | Female 0 governing body (excluding the Chair/s | 1 |







| | ☐ Other (provide details): | | |
|----------------------------|---|--|--------------------------------|
| 2.1e.4 | What is the percentage (%) target? | | |
| | 50 | | |
| 2.1f.4 | What year is the target to be reached? | | |
| | 2022 | | |
| 2.1g.4 | Are you reporting on any other organis | sations in this report? | |
| | ⊠ Yes □ No | | |
| 2.1a.5 | Organisation name? | | |
| | Bradley Bayly Holding Pty Ltd | | |
| 2.1b.5 | How many Chairs on this governing bo | ody? | |
| | | Female | Male |
| | Number | 0 | 1 |
| 2.1c.5 | How many other members are on this g | governing body (excluding the Chair/s | s)? |
| | | • • • • | |
| | | Female | Male |
| | Number | | Male 2 |
| 2.1d.5 | Number Has a target been set to increase the re | Female 1 | 2 |
| 2.1d.5 | Has a target been set to increase the re ☐ Yes ☐ No (you may specify why a target has ☐ Governing body/board has gen ☐ Currently under development, ☐ Insufficient resources/expertise | Female 1 Pepresentation of women on this gover not been set) Ider balance (e.g. 40% women/40% men please enter date this is due to be completed. | ning body? n/20% either) eted |
| | Has a target been set to increase the re Yes No (you may specify why a target has Governing body/board has gen Currently under development, Insufficient resources/expertise Do not have control over gover Not a priority | Female 1 epresentation of women on this gover not been set) der balance (e.g. 40% women/40% men please enter date this is due to be complete. | ning body? n/20% either) eted |
| | Has a target been set to increase the re Yes No (you may specify why a target has Governing body/board has gen Currently under development, Insufficient resources/expertise Do not have control over gover Not a priority Other (provide details): | Female 1 epresentation of women on this gover not been set) der balance (e.g. 40% women/40% men please enter date this is due to be completed. | ning body? n/20% either) eted |
| 2.1e.5 | Has a target been set to increase the re Yes No (you may specify why a target has Governing body/board has gen Currently under development, Insufficient resources/expertise Do not have control over gover Not a priority Other (provide details): What is the percentage (%) target? | Female 1 epresentation of women on this gover not been set) der balance (e.g. 40% women/40% men please enter date this is due to be completed. | ning body? n/20% either) eted |
| 2.1e.5 | Has a target been set to increase the re Yes No (you may specify why a target has Governing body/board has gen Currently under development, Insufficient resources/expertise Do not have control over gover Not a priority Other (provide details): What is the percentage (%) target? | Female 1 epresentation of women on this gover not been set) der balance (e.g. 40% women/40% men please enter date this is due to be completed. | ning body? n/20% either) eted |
| 2.1e.5 2.1f.5 | Has a target been set to increase the re Yes No (you may specify why a target has Governing body/board has gen Currently under development, Insufficient resources/expertise Do not have control over gover Not a priority Other (provide details): What is the percentage (%) target? What year is the target to be reached? | Female 1 Pepresentation of women on this gover not been set) Ider balance (e.g. 40% women/40% men please enter date this is due to be completed in the complete of the compl | ning body? n/20% either) eted |
| 2.1e.5 2.1f.5 | Has a target been set to increase the re Yes No (you may specify why a target has Governing body/board has gen Currently under development, Insufficient resources/expertise Do not have control over gover Not a priority Other (provide details): What is the percentage (%) target? What year is the target to be reached? | Female 1 Pepresentation of women on this gover not been set) Ider balance (e.g. 40% women/40% men please enter date this is due to be completed in the complete of the compl | ning body? n/20% either) eted |
| 2.1e.5 2.1f.5 2.1g.5 | Has a target been set to increase the re Yes No (you may specify why a target has Governing body/board has gen Currently under development, Insufficient resources/expertise Do not have control over gover Not a priority Other (provide details): What is the percentage (%) target? What year is the target to be reached? 2022 Are you reporting on any other organis | Female 1 Pepresentation of women on this gover not been set) Ider balance (e.g. 40% women/40% men please enter date this is due to be completed in the complete of the compl | ning body? n/20% either) eted |





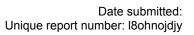


| 2.1b.6 How many | / Chairs on | this govern | ing body | ? |
|-----------------|-------------|-------------|----------|---|
|-----------------|-------------|-------------|----------|---|

| | Female | Male |
|--------|--------|------|
| Number | 0 | 1 |

| | Female | Male |
|--|--|-------------------|
| Number | 1 | 2 |
| 6 Has a target been set to increase the | representation of women on this | s governing body? |
| ☐ Currently under development☐ Insufficient resources/experti | ender balance (e.g. 40% women/40 t, please enter date this is due to be | e completed |
| .6 What is the percentage (%) target? | | |
| 50 | | |
| f.6 What year is the target to be reached | ? | |
| 2022 | | |
| g.6 Are you reporting on any other organ | nisations in this report? | |
| | | |
| □No | | |
| | | |
| | | |
| a.7 Organisation name? | body? | |
| .7 Organisation name? Nerve Solutions Group Pty Ltd | body? Female | Male |
| a.7 Organisation name? | | |
| Nerve Solutions Group Pty Ltd 7.7 How many Chairs on this governing Number | Female 0 | 1 |
| Nerve Solutions Group Pty Ltd 7.7 How many Chairs on this governing | Female 0 | 1 |

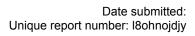
| | - | _ | _ | - |
|-------------|--|-----------|---------|--------|
| | | | | |
| \boxtimes | Yes | | | |
| | No (you may specify why a target has not been set) | | | |
| | Governing body/board has gender balance (e.g. 40% wome | n/40% mer | 1/20% e | ither) |
| | ☐ Currently under development, please enter date this is due t | o be comp | leted | |







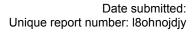
| | ☐ Insufficient resources/expertise ☐ Do not have control over gover ☐ Not a priority ☐ Other (provide details): | ning body/board appointments (provide | details why): |
|----------------------------|--|--|-------------------------------------|
| 2.1e.7 | What is the percentage (%) target? | | |
| | 50 | | |
| 2.1f.7 | What year is the target to be reached? | | |
| | 2022 | | |
| 2.1g.7 | Are you reporting on any other organis | sations in this report? | |
| | ⊠ Yes □ No | | |
| 2.1a.8 | Organisation name? | | |
| | SB Law Pty Ltd | | |
| 2450 | Have many. Chaire on this revenuing ha | .4.0 | |
| 2.10.6 | How many Chairs on this governing bo | - | |
| | Number | Female 0 | Male 1 |
| | | | |
| 2.1c.8 | How many other members are on this g | governing body (excluding the Chair/s | Male |
| 2.1c.8 | How many other members are on this g | | - |
| | Number Has a target been set to increase the re Yes No (you may specify why a target has Governing body/board has gen Currently under development, Insufficient resources/expertise | Female 1 Pepresentation of women on this gover not been set) Ider balance (e.g. 40% women/40% menolease enter date this is due to be completed. | Male 2 ning body? /20% either) eted |
| 2.1d.8 | Number Has a target been set to increase the re | Female 1 epresentation of women on this gover not been set) der balance (e.g. 40% women/40% men please enter date this is due to be completed. | Male 2 ning body? /20% either) eted |
| 2.1d.8 | Number Has a target been set to increase the re | Female 1 epresentation of women on this gover not been set) der balance (e.g. 40% women/40% men please enter date this is due to be completed. | Male 2 ning body? /20% either) eted |
| 2.1d.8 2.1e.8 | Number Has a target been set to increase the re | Female 1 epresentation of women on this gover not been set) der balance (e.g. 40% women/40% men please enter date this is due to be completed. | Male 2 ning body? /20% either) eted |
| 2.1d.8 2.1e.8 | Number Has a target been set to increase the re ☐ Yes ☐ No (you may specify why a target has ☐ Governing body/board has gen ☐ Currently under development, ☐ Insufficient resources/expertise ☐ Do not have control over gover ☐ Not a priority ☐ Other (provide details): What is the percentage (%) target? | Female 1 epresentation of women on this gover not been set) der balance (e.g. 40% women/40% men please enter date this is due to be completed. | Male 2 ning body? /20% either) eted |
| 2.1d.8 2.1e.8 2.1f.8 | Has a target been set to increase the real Yes No (you may specify why a target has Governing body/board has gen Currently under development, Insufficient resources/expertise Do not have control over gover Not a priority Other (provide details): What is the percentage (%) target? What year is the target to be reached? | Female 1 Pepresentation of women on this gover not been set) Ider balance (e.g. 40% women/40% men please enter date this is due to be completed in the complete of the compl | Male 2 ning body? /20% either) eted |







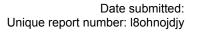
| | | you have a formal selection policy and/or formal selection strategy for governing body members ALL organisations covered in this report? |
|---|---|---|
| | | Yes (select all applicable answers) ☐ Policy |
| | \boxtimes | ☐ Strategy No (you may specify why no formal selection policy or formal selection strategy is in place) |
| | | ☐ In place for some governing bodies ☐ Currently under development, please enter date this is due to be completed |
| | | ☐ Insufficient resources/expertise ☐ Do not have control over governing body appointments (provide details why) |
| | | ☐ Not a priority ☐ Other (provide details): |
| 2.3 | | es your organisation operate as a partnership structure (i.e. select NO if your organisation is an corporated" entity - Pty Ltd, Ltd or Inc; or an "unincorporated" entity)? |
| | | ☐ Yes ☑ No |
| 2.5 | | our organisation would like to provide additional information relating to gender equality indicator 2, ase do so below. |
| | | Diversity Measures report has previously been submitted to the Nomination & Remuneration Committee of Board of Directors of Shine Corporate for noting. |
| | | e diversity paper recommended to the committee the inclusion of the below diversity goals which were luded and adopted: |
| | | A short term goal to meet or exceed the AICD target of 30% for female representation on Boards; A longer term goal of 50% female representation on the Board. |
| | | |
| | | |
| Gend | er eq | uality indicator 3: Equal remuneration between women and men |
| | nuneratio | uality indicator 3: Equal remuneration between women and men on between women and men is a key component of improving women's economic security and progressing |
| Equal rem gender eq | nuneratio quality. | |
| Equal rem gender eq | nuneration quality. o you ha | on between women and men is a key component of improving women's economic security and progressing |
| Equal rem gender eq | nuneration quality. o you ha Yes (se | on between women and men is a key component of improving women's economic security and progressing lave a formal policy and/or formal strategy on remuneration generally? Elect all applicable answers) Policy Strategy |
| Equal rem gender eq | nuneration quality. o you ha Yes (se | on between women and men is a key component of improving women's economic security and progressing live a formal policy and/or formal strategy on remuneration generally? elect all applicable answers) Policy Strategy I may specify why no formal policy or formal strategy is in place) Currently under development, please enter date this is due to be completed |
| Equal rem gender eq | nuneratic quality. o you ha Yes (se | on between women and men is a key component of improving women's economic security and progressing live a formal policy and/or formal strategy on remuneration generally? elect all applicable answers) Policy Strategy I 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 Salaries set by awards/industrial or workplace agreements |
| Equal rem gender eq | nuneration quality. o you ha] Yes (see | on between women and men is a key component of improving women's economic security and progressing live a formal policy and/or formal strategy on remuneration generally? elect all applicable answers) Policy Strategy I 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 Salaries set by awards/industrial or workplace agreements Non-award employees paid market rate Not a priority |
| Equal rem gender eq | nuneration quality. o you ha] Yes (see | on between women and men is a key component of improving women's economic security and progressing live a formal policy and/or formal strategy on remuneration generally? elect all applicable answers) Policy Strategy I 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 Salaries set by awards/industrial or workplace agreements Non-award employees paid market rate |
| Equal rem gender equal 3. Do | nuneration quality. o you ha] Yes (see | on between women and men is a key component of improving women's economic security and progressing live a formal policy and/or formal strategy on remuneration generally? elect all applicable answers) Policy Strategy I 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 Salaries set by awards/industrial or workplace agreements Non-award employees paid market rate Not a priority Other (provide details): All remunerations is role & experienced based. Men & Women have equal consideration & paid in line with |
| Equal rem gender equal services. 3. Do | nuneration quality. o you hat yes (see | on between women and men is a key component of improving women's economic security and progressing live a formal policy and/or formal strategy on remuneration generally? Elect all applicable answers) Policy Strategy In 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 Salaries set by awards/industrial or workplace agreements Non-award employees paid market rate Not a priority Other (provide details): All remunerations is role & experienced based. Men & Women have equal consideration & paid in line with remuneration bands analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. |







| | room | (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 for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or |
|----------------------------|--|--|
| | IS roo | cations) Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there m for discretion in pay changes (because pay increases can occur with some discretion such as performance sments) |
| | asses | □ Non-award employees paid market rate □ 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: |
| | | Shine Lawyers Pty Ltd has set national remuneration ranges by role. These ranges are based on market data. Individual remuneration (for both internal and external appointments) is determined by market data, experience of the individual, performance, Shine Lawyers salary ranges and consideration of internal peer parity. |
| | | A complete remuneration review was conducted in August 2018 and a number of adjustments were made to a small cohort of female middle managers to enhance gender pay parity. Remuneration ranges are currently being reviewed and a further Shine Lawyers remuneration review process will be undertaken in August 2019. During FY20 further consideration will be given to gender pay parity and this will form part of the scoping of Shine Group's Diversity & Inclusion initiative. This will include Shine Corporate subsidiaries. |
| This ir emplo supporto con | n fan ndicator yment t rting en nbine pa | equality indicator 4: Flexible working and support for employees nily and caring responsibilities 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 aid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental tality and to maximising Australia's skilled workforce. |
| 5. | A "PR | 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 in addition to any government funded parental leave scheme for primary carers? |
| | time o | 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), we offer paid parental leave for primary carers that is available 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 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 |
| | paid p | ☐ As a lump sum payment (paid pre- or post- parental leave, or a combination) , we offer paid parental leave for primary carers that is available to men ONLY. (Please indicate how employer funded arental 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 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) , 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): Shine provides Primary Carer Paid Parental Leave Entitlements base on Length of Service (continuous) 12 months up to 3 years |
|----|--|
| 6. | A "SECONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the primary carer. |
| | Do you provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and women, in addition to any government funded parental leave scheme for secondary carers? |
| | Yes No, we offer paid parental leave for SECONDARY CARERS that is available to men ONLY (e.g. paternity leave) No, we offer paid parental leave for SECONDARY CARERS that is available to women ONLY No (you may specify why employer funded paid parental leave for secondary carers is not paid) 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): Shine offers four (4) weeks paid Secondary Carer's Leave to our employees who are the secondary carer and have more than twelve (12) months of service with Shine. This leave must be taken by the secondary carer of a new baby or newly adopted child within six (6) months of the baby being born or the child being adopted. |
| 7. | 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. |

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.

Male

Primary carer's leave

Female

2

| | Primary carer's leave | | Secondary carer's leave | |
|--------------|-----------------------|------|-------------------------|------|
| | Female | Male | Female | Male |
| Non-managers | 54 | 0 | 0 | 5 |

0

Secondary carer's leave

3

Male

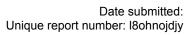
Female

- 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.

| | Female | Male |
|----------|--------|------|
| Managers | 1 | 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.

Managers

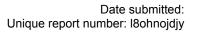






| | Female | Male |
|--------------|--------|------|
| Non-managers | 5 | 1 |

| 9. | Do you have a formal policy and/or formal strategy on flexible working arrangements? |
|-----|--|
| | ☐ Yes (select all applicable answers) ☐ Policy ☐ Strategy |
| | ☐ 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): |
| 10. | Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities? |
| | ☐ 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 |
| | ☐ Included in award/industrial or workplace agreement ☐ Not a priority ☐ Other (provide details): |
| 11. | Do you offer any other support mechanisms, other than leave, for employees with family or caring responsibilities (eg, employer-subsidised childcare, breastfeeding facilities)? |
| | ☐ Yes ☐ 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): |
| 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) ☐ 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 □ Included in award/industrial or workplace agreements □ Not aware of the need □ Not a priority □ Other (please provide details): |
| 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 |





14.

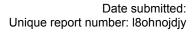


| Access to paid domestic violence leave (contained in an enterprise/workplace agreement) Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement) Access to paid domestic violence leave (not contained in an enterprise/workplace agreement) Access to unpaid leave Confidentiality 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 aware of the need Not a priority Other (provide details): |
|---|
| Where any of the following options are available in your workplace, are those option/s available to both women AND men? If exible hours of work compressed working weeks time-in-lieu telecommuting part-time work job sharing carer's leave purchased leave 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. |
| ☐ Yes, the option/s in place are available to both women and men. |

Which options from the list below are available? Please tick the related checkboxes. Unticked checkboxes mean this option is NOT available to your employees.

| Managers | | Non-m | anagers |
|-------------|-------------|--|---|
| Formal | Informal | Formal | Informal |
| \boxtimes | \boxtimes | \boxtimes | |
| \boxtimes | | \boxtimes | |
| \boxtimes | | \boxtimes | |
| | | | |
| \boxtimes | | \boxtimes | |
| | Formal | Formal Informal Informal | Formal Informal Formal Informal Formal Informal Informal |

| | Unpaid leave | | | | |
|-----|---|-----------------|-------------------|------------|--|
| | | | | | |
| | | | | | |
| 4.3 | You may specify why any of the above option | ns are NOT av | ailable to your e | employees. | |
| | Currently under development, please enter d | ate this is due | to be completed | | |
| | Insufficient resources/expertise | | | | |
| | ☐ Not a priority | | | | |
| | Other (provide details): | | | | |
| | | | | | |







Purchased leave was launched within Shine Lawyers on 1 March 2019. In some management roles it is not possible to meet business needs with a compress work week or part-time. Therefore it does need to be considered on a case by case basis.

14.4 If your organisation would like to provide additional information relating to gender equality indicator 4, please do so below:

Shine Lawyers Pty Ltd has a paid parental leave scheme, which permanent employees qualify for after 12 months continuous service. The paid parental leave is:

- a) Primary Carer 10 weeks paid parental leave after 12 months continuous service. This scales up to 18 weeks paid parental leave after 5 years' service.
- b) Secondary Carer 4 weeks paid parental leave after 12 months continuous service.

Shine Lawyers Pty Ltd also offers up to \$8,000 per annum in Child Care Support payments to permanent employees who are the primary carer after 3 years' continuous service, up to the child's 3rd birthday.

Other Shine Corporate subsidiaries, due to their small size and independent operating, do not have formal paid parental leave schemes in accordance with Shine Lawyer's. This will be reviewed during FY20 and FY21.

Shine Lawyers Pty Ltd offers a formal Flexible Work Arrangement Policy that clearly outlines terms and conditions. This highlights our support of employees requesting part-time hours for reasons including parental and other caring responsibilities. During 2018 a formal paid Domestic and Family Violence Policy was introduced to Shine Lawyers, offering impacted employees 10 days paid DFV leave per year.

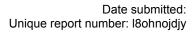
Shine Lawyers offers an Employee Assistance Program offering to all employees (including their immediate family members).

Upon the integration of other Shine Corporate subsidiaries and the transition to a full shared services model, all employee benefits, policies and strategies will be reviewed and considered for implementation where commercially and practically possible.

Gender equality indicator 5: Consultation with employees on issues concerning gender equality in the workplace

This gender equality indicator seeks information on what consultation occurs between employers and employees on issues concerning gender equality in the workplace.

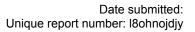
| 15. | Have | you consulted with employees on issues concerning gender equality in your workplace? |
|-----|--------------|--|
| | ⊠ Ye □ No | s (you may specify why you have not consulted with employees on gender equality) Not needed (provide details why): Insufficient resources/expertise Not a priority Other (provide details): |
| | 15.1 | How did you consult with employees on issues concerning gender equality in your workplace? Survey Consultative committee or group Focus groups |
| | | ☐ 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. |
| Car | ador | equality indicator 6: Say based barassment and discrimination |
| The p partici | reventio | equality indicator 6: Sex-based harassment and discrimination on 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 training of managers on SBH is in place. |
| 16. | Do yo | u 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? |
| | _ | 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): (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): |







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 79.4% females and 20.6% males.

Promotions

- 2. 73.9% of employees awarded promotions were women and 26.1% were men
 - 65.2% of all manager promotions were awarded to women
 - ii. 75.7% of all non-manager promotions were awarded to women.
- 22.9% of your workforce was part-time and 15.7% of promotions were awarded to part-time employees.

Resignations

- 4. 75.9% of employees who resigned were women and 24.1% were men
 - i. 47.6% of all managers who resigned were women
 - ii. 78.2% of all non-managers who resigned were women.
- 5. 22.9% of your workforce was part-time and 17.0% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- 10.7% of all women who utilised parental leave ceased employment before returning to work
- . 12.5% of all men who utilised parental leave ceased employment before returning to work
- iii. 100.0% of all managers who utilised parental leave and ceased employment before returning to work were women
- 83.3% of all non-managers who utilised parental leave and ceased employment before returning to work were women.

CEO sign off confirmation

| Name of CEO or equivalent: | Confirmation GEO has signed the report: |
|----------------------------|---|
| Simon Morrison | |
| CEO signature: | Date: |