



Public report

2018-19

Submitted by

Legal Name: Countplus Limited







Organisation and contact details

Submitting organisation details	Legal name	Countplus Limited
	ABN	11126990832
	ANZSIC	M Professional, Scientific and Technical Services 6932 Accounting Services
	Business/trading name/s	
	ASX code (if applicable)	CUP
	Postal address	GPO Box 1453
		SYDNEY NSW 2001
		AUSTRALIA
	Organisation phone number	0284884500
Reporting structure	Ultimate parent	Countplus Limited
	Number of employees covered by this report	469





All organisations covered by this report

Legal name	Business/trading name/s
Countplus Limited	
Kidmans Partners Pty Ltd	
Addvantage Accountants Pty Ltd	
Countplus FS Holdings Pty Ltd	
The MBA Partnership Pty Ltd	
Addvantage Financial Freedom Pty Ltd	
Robson Partners Pty Ltd	
Specialised Business Solutions Pty Ltd	
Cooma Accounting And Financial Services Pty Ltd	
Evolution Advisers Pty Ltd	
Countplus One Pty Ltd	
Crosby Dalwood Pty Ltd	
Twomeys Pty Ltd	
Bentleys (WA) Pty Ltd	
360 Financial Advantage Pty Ltd	
Cooper Reeves Pty Ltd	
Mogg Osborne Pty Ltd	

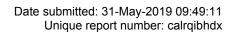




Workplace profile

Manager

Managanasaurational astararia	Deposition level to CEO	Complex on a status	No. of employees			
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees	
		Full-time permanent	4	10	14	
		Full-time contract	0	0	0	
CEO/Head of Business in Australia	0	Part-time permanent	0	1	1	
OLO/I lead of Business in Australia		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	12	28	40	
		Full-time contract	0	0	0	
Key management personnel	-1	Part-time permanent	3	4	7	
		Part-time contract	0	0	0	
		Casual	0	0	0	
	-1	Full-time permanent	4	4	8	
		Full-time contract	0	0	0	
		Part-time permanent	2	1	3	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	9	19	28	
		Full-time contract	0	0	0	
Senior Managers	-2	Part-time permanent	3	1	4	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	2	4	6	
		Full-time contract	0	0	0	
	-3	Part-time permanent	0	1	1	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	1	0	1	
		Full-time contract	0	0	0	
Other managers	-1	Part-time permanent	1	0	1	
		Part-time contract	0	0	0	
		Casual	0	0	0	







Manager equinational estagaries	Deporting level to CEO	Employment status	No. of employees			
Manager occupational categories	Reporting level to CEO	Employment status	F	М	Total employees	
		Full-time permanent	6	4	10	
		Full-time contract	0	0	0	
	-2	Part-time permanent	1	1	2	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	3	0	3	
		Full-time contract	0	0	0	
	-3	Part-time permanent	2	0	2	
		Part-time contract	0	0	0	
		Casual	0	0	0	
		Full-time permanent	0	1	1	
		Full-time contract	0	0	0	
	-4	Part-time permanent	1	0	1	
		Part-time contract	0	0	0	
		Casual	0	0	0	
Grand total: all managers			54	79	133	

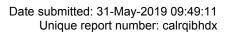




Workplace profile

Non-manager

Non manager conjugational actorists	Employment status	No. of employees (excluding gra	aduates and apprentices)	No. of graduate	s (if applicable)	No. of apprentic	es (if applicable)	Total employees
Non-manager occupational categories	Employment status	F	M	F	М	F	M	
	Full-time permanent	76	66	0	0	0	0	142
	Full-time contract	0	0	0	0	0	0	0
Professionals	Part-time permanent	34	7	0	0	0	0	41
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	3	0	0	0	0	3
	Full-time permanent	0	2	0	0	0	0	2
	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	88	10	0	0	0	0	98
	Full-time contract	0	0	0	0	0	0	0
Clerical and administrative	Part-time permanent	38	1	0	0	0	0	39
	Part-time contract	0	0	0	0	0	0	0
	Casual	5	5	0	0	0	0	10
	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 gra	aduates and apprentices)	No. of graduates (if applicable)		No. of apprentices (if applicable)		Total ampleyees
Non-manager occupational categories	Employment status	F	M	F	М	F	М	rotai 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	0	0	0	0	0	1
	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		242	94	0	0	0	0	336





Reporting questionnaire

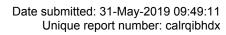
Gender equality indicator 1: Gender composition of workforce

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 ☐ 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
	 ✓ 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
1.6	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
	 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 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		nagers
	Female	Female Male		Male
Permanent/ongoing full-time employees	10	2	5	4
Permanent/ongoing part-time employees	1	0	2	1
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

1.11 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)	17	10
Number of appointments made to NON-MANAGER roles (including promotions)	41	24

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

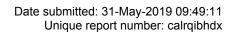
	Mana	Managers		nagers
	Female	Female Male		Male
Permanent/ongoing full-time employees	7	15	39	23
Permanent/ongoing part-time employees	2	2	19	5
Fixed-term contract full-time employees	0	0	0	0
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	11	1

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 organisation's name BUT the in	ng body is the same as your parent en numerical details of your parent entity	tity's, you will need to add your 's governing body.			
2.1a.1	Organisation name?					
	CountPlus Limited					
2.1b.1	How many Chairs on this gove	erning body?				
		Female	Male			
	Number	0	1			
2.1C.1	How many other members are	on this governing body (excluding the	Male			
	Number	2	2			
2.1g.1	☐ Not a priority ☐ Other (provide details Are you reporting on any othe ☐ Yes ☒ No	,				
2.2	organisations covered in this in Yes (select all applicable ans Policy Strategy No (you may specify why no Yes In place for some gov Currently under devel Insufficient resources.	wers) formal selection policy or formal selection erning bodies opment, please enter date this is due to be	n strategy is in place) be completed			
2.3	☐ Not a priority ☐ Other (provide details Does your organisation operat "incorporated" entity - Pty Ltd	ver governing body appointments (provid): te as a partnership structure (i.e. selec , Ltd or Inc; or an "unincorporated" er	et NO if your organisation is an			
	☐ Yes ⊠ No					





2.5 If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.

Gender equality indicator 3: Equal remuneration between women and men

Equal remuneration between women and men is a key component of improving women's economic security and progressing gender equality.

3.	Do yo	ou have a formal policy and/or formal strategy on remuneration generally?
		es (select all applicable answers) Policy Strategy O (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 Salaries set by awards/industrial or workplace agreements Non-award employees paid market rate Not a priority Other (provide details):
4.		you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. ucted a gender pay gap analysis)?
	⊠ No room qualif IS roo	es - 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): O (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 icitations) Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there om for discretion in pay changes (because pay increases can occur with some discretion such as performance esments) 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:

Gender equality indicator 4: Flexible working and support for employees with family and caring responsibilities

This indicator will enable the collection and use of information from relevant employers about the availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men





to combine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental to gender equality and to maximising Australia's skilled workforce.

	MPLOYER FUNDED pai to any government fund			at is available for women AND rs?
By payi By payi By payi time over which it As a lur As a lur By payi By payi By payi By payi As a lur By paid By payi As a lur By payi By payi Current Insuffici Govern Not a p	is paid. For example, full program payment (paid provided parental leave for primoyer funded paid parental ng the gap between the eng the employee's full salis paid. For example, full propers of the payment (paid provided to men ONL ng the gap between the eng the employee's full salis paid. For example, full propers of the employee's full salis paid. For example, full propers of the employee's full salis paid. For example, full propers of the engloyee's full salis paid. For example, full propers of the total propers of the engloyee's full salis paid. For example, full propers of the total propers of the total propers of the total propers of the propers of the total propers of the total propers of the total propers of the total propers of the propers of the payment of the payment of the propers of the payment of the propers of the payment of the paym	mployee's salary an ary (in addition to the pay for 12 weeks or e- or post- parental leave is provided to mployee's salary an ary (in addition to the pay for 12 weeks or e- or post- parental leary carers that is avay): mployee's salary an ary (in addition to the pay for 12 weeks or e- or post- parental leary (in addition to the pay for 12 weeks or e- or post- parental leary (in addition to the pay for 12 weeks or e- or post- parental leave is not provease enter date this in the pay for the pay	d the government's paid per government's paid per government's paid schein half pay for 24 weeks eave, or a combination) allable to women ONLY (or women ONLY): I de government's paid per government's paid schein half pay for 24 weeks eave, or a combination) allable to men ONLY. (Plein de government's paid per government's paid schein half pay for 24 weeks eave, or a combination) ided) so due to be completed before. Two firms mentione	parental leave scheme eme), regardless of the period of e.g. maternity leave). (Please parental leave scheme eme), regardless of the period of ease indicate how employer funder parental leave scheme eme), regardless of the period of eme).
A "SECONDARY	CARER" is a member o	f a couple or a sing	le carer, REGARDLESS	OF GENDER, who is not the
primary carer.				
Do you provide E	MPLOYER FUNDED pai on to any government fu			S that is available for men and y carers?
women, in addition Yes No, we offer particle in No, we offer particle in No, we offer particle in Current in Insufficion Govern Not a p	and parental leave for SEC aid parental leave for SEC becify why employer fund- ly under development, ple ent resources/expertise ment scheme is sufficient	ONDARY CARERS ONDARY CARERS ONDARY CARERS ed paid parental leave	that is available to men C that is available to wome re for secondary carers is	y carers? ONLY (e.g. paternity leave) n ONLY
Do you provide E women, in addition Yes No, we offer particular of the control	aid parental leave for SEC aid parental leave for SEC becify why employer fund by under development, play ent resources/expertise ment scheme is sufficient provide details):	ONDARY CARERS ONDARY CARERS ONDARY CARERS ed paid parental leave ease enter date this i	that is available to men 0 that is available to wome or for secondary carers is due to be completed	y carers? ONLY (e.g. paternity leave) n ONLY
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Do you provide E women, in addition Yes No, we offer path No, we offer path No, we offer path No (you may some notes) Govern Not a p Other (govern	aid parental leave for SEC aid parental leave for SEC becify why employer fundly under development, pleient resources/expertise ment scheme is sufficient riority provide details):	ONDARY CARERS ONDARY CARERS ONDARY CARERS ed paid parental leave ease enter date this i	that is available to men (that is available to wome ve for secondary carers is s due to be completed e reporting period (paid nmenced.	y carers? ONLY (e.g. paternity leave) n ONLY not paid)

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 carer's leave		
	Female	Male	Female	Male	
Non-managers	8	0	0	2	

8.	How many MANAGERS, during the reporting period, ceased employment before returning to work from parental
	leave, regardless of when the leave commenced?

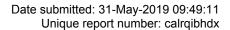
- Include those where parental leave was taken continuously with any other leave type. For example, where annual leave or any other paid or unpaid leave is also taken at that time.
- 'Ceased employment' means anyone who has exited the organisation for whatever reason, including resignations, redundancies and dismissals.

	Female	Male
Managers	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	1	0

9.	Do you have a formal policy and/or formal strategy on flexible working arrangements?
	 ✓ 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):
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				
	☐ 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				
	☐ 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?				
	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 (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 				
	□ Refer all 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):				
	☐ 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				
	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.				
	☐ No, some/all options are not available to both women AND men.				
	14.1 Which options from the list below are available? Please tick the related checkboxes.				
	 Unticked checkboxes mean this option is NOT available to your employees. 				





☐ Not needed (provide details why): Insufficient resources/expertise

■ Not a priority

Other (provide details):

Managers		Non-managers	
Formal	Informal	Formal	Informal
\boxtimes	\boxtimes	\boxtimes	\boxtimes
\boxtimes	\boxtimes	\boxtimes	\boxtimes
	\boxtimes		\boxtimes
	\boxtimes		\boxtimes
\boxtimes	\boxtimes	\boxtimes	\boxtimes
	\boxtimes	\boxtimes	\boxtimes
\boxtimes	\boxtimes	\boxtimes	\boxtimes
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		\boxtimes	
	Formal	Formal Informal □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □	Formal Informal Formal □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □ □

	Purchased leave		\boxtimes				
	Unpaid leave	\boxtimes	\boxtimes	\boxtimes			
14	1.3 You may specify why any of the above optio	You may specify why any of the above options are NOT available to your employees.					
	 ☐ Currently under development, please enter or ☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details): 	date this is due	to be completed				
14	4.4 If your organisation would like to provide additional information relating to gender equality indicator please do so below:						
	er equality indicator 5: Consulerning gender equality in the v			yees on	issues		
	der equality indicator seeks information on what consung gender equality in the workplace.	ultation occurs l	oetween employe	ers and employ	ees on issues		
15. Ha	ave you consulted with employees on issues con	cerning gende	r equality in you	ır workplace?			
] Yes] No (you may specify why you have not consulted wi	th employees o	on gender equalit	y)			

If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.

Gender equality indicator 6: Sex-based harassment and discrimination

The prevention of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace participation. Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy and whether training 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.	☐ Yes	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 63.1% females and 36.9% males.

Promotions

- 2. 72.0% of employees awarded promotions were women and 28.0% were men
 - i. 84.6% of all manager promotions were awarded to women
 - ii. 58.3% of all non-manager promotions were awarded to women.
- 3. 21.7% of your workforce was part-time and 16.0% of promotions were awarded to part-time employees.

Resignations

- 4. 62.9% of employees who resigned were women and 37.1% were men
 - i. 34.6% of all managers who resigned were women
 - ii. 70.4% of all non-managers who resigned were women.
- 5. 21.7% of your workforce was part-time and 22.6% of resignations were part-time employees.

Employees who ceased employment before returning to work from parental leave

- i. 10.0% of all women who utilised parental leave ceased employment before returning to work
- ii. 0.0% of all 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. 100.0% of all non-managers who utilised parental leave and ceased employment before returning to work were women.

Notification and access List of employee organisations: Countplus Limited CEO sign off confirmation Name of CEO or equivalent: Matthew Rowe CEO signature: Date: