



Australian Government



Workplace
Gender Equality
Agency

2021 - 22 Compliance Program

Submitted by:

**Viva Energy Australia Pty Ltd
(ABN:46004610459)**

**Viva Energy Australia Group Pty Ltd
(ABN:60004400220)**

**Viva Energy Refining Pty Ltd
(ABN:46004303842)**

#Workplace overview

Policies and strategies

1: Do you have a formal policy and/or formal strategy in place that specifically supports gender equality in the following areas?

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

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

Yes(*Select all that apply*)

| | |
|--------|--------------------|
| ...Yes | Policy Strategy |
|--------|--------------------|

3: Does your organisation have any of the following targets to address gender equality in your workplace?

- Reduce the gender pay gap
- Increase the number of women in leadership positions
- Increase the number of women in male-dominated roles
- Increase the number of men in female-dominated roles

Increase the number of men using flexible work arrangements
 Increase the number of men taking parental leave

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

We have also broadened our gender diversity lens and strengthened targets through our Employer of Choice submission and have developed a Gender Diversity Action Plan to support the achievement of these targets. Organisational wide gender targets have been set and these targets have been shared with the Board and Viva Energy management teams.

Governing bodies

Viva Energy Australia Pty Ltd

| | |
|---|--|
| 1: Does this organisation have a governing body? | Yes(<i>Provide further details on the governing body(ies) and its composition</i>) |
| 1.1: What is the name of your governing body? | Viva Energy Australia Group Pty Ltd |
| 1.2: What type of governing body does this organisation have? | Board of directors |
| 1.3: How many members are on the governing body and who holds the predominant Chair position? | |
| ...Chairs | |
| ...Female | 0 |
| ...Male | 1 |
| ...Non-binary | 0 |
| ...Members | |
| ...Female | 2 |
| ...Male | 5 |
| ...Non-binary | 0 |
| 1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members? | No(<i>Select all that apply</i>) |
| | Do not have control over governing body/appointments |
| 1.5: Has a target been set to increase the representation of women on this governing body? | Yes(<i>Provide further details on your target</i>) |
| 10.6: What is the percentage (%) target? | 40.00% |
| 10.7: What year is the target to be reached (select the last day of the target year)? | 31-Dec-2030 |
| 1.6: Do you have a formal policy and/or formal strategy in place on the gender composition of your governing body? | No |
| | Other (provide details) |

| | |
|---|--|
| | Viva Energy Group Pty Ltd is the ultimate governing body and Viva Energy Australia Pty Ltd does not have control over its governing body appointments. There is however a target set for the parent company of 40% female representation to be achieved in the longer term as part of the board's succession planning process. |
| 1.1.a.3: How many members are on the governing body and who holds the predominant Chair position? | |

Viva Energy Australia Group Pty Ltd

| | |
|---|--|
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| ...Female | 0 |
| ...Male | 1 |
| ...Non-binary | 0 |
| ...Members | |
| ...Female | 2 |
| ...Male | 5 |
| ...Non-binary | 0 |
| 1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members? | No(<i>Select all that apply</i>) |
| | Do not have control over governing body/appointments |
| 1.5: Has a target been set to increase the representation of women on this governing body? | Yes(<i>Provide further details on your target</i>) |
| 10.6: What is the percentage (%) target? | 40.00% |
| 10.7: What year is the target to be reached (select the last day of the target year)? | 31-Dec-2030 |
| 1.6: Do you have a formal policy and/or formal strategy in place on the gender composition of your governing body? | No |
| | Other (provide details) |
| | Viva Energy Group Pty Ltd is the ultimate |

| | |
|---|--|
| | governing body and Viva Energy Australia Pty Ltd does not have control over its governing body appointments. There is however a target set for the parent company of 40% female representation to be achieved in the longer term as part of the board's succession planning process. |
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Viva Energy Refining Pty Ltd

| | |
|---|--|
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| | |
|---|---|
| | Ltd does not have control over its governing body appointments. There is however a target set for the parent company of 40% female representation to be achieved in the longer term as part of the board's succession planning process. |
| 1.1.a.3: How many members are on the governing body and who holds the predominant Chair position? | |

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

#Action on gender equality

Gender pay gaps

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

Yes(*Select all that apply*)

...Yes

Policy
Strategy

1.1: Are specific pay equity objectives included in your formal policy and/or formal strategy?

Yes(*Select all that apply*)

...Yes

To achieve gender pay equity
To ensure no gender bias occurs at any point in the remuneration review process (for example at commencement, at annual salary reviews, out-of-cycle pay reviews, and performance reviews)
To implement and/or maintain a transparent and rigorous performance assessment process

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

31-Mar-2022

3: Does your organisation publish its organisation-wide gender pay gap?

Yes(*Select all that apply.*)

...Yes

Shared internally with governing body members
Shared internally with employees
Shared externally

4: Do you give WGEA permission to publicly publish your organisation-wide gender pay gap?

No

5: If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.

Employer action on pay equity

1: Have you analysed your payroll to determine if there are any remuneration gaps between women and men (e.g. conducted a gender pay gap analysis)?

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

1.1: When was the most recent gender remuneration gap analysis undertaken?

Within the last 12 months

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

Yes(*Select all that apply*)

Created a pay equity strategy or action plan
Identified cause/s of the gaps

| | |
|---|--|
| <p>1.2: Did you take any actions as a result of your gender remuneration gap analysis?</p> | <p>Analysed commencement salaries by gender to ensure there are no pay gaps Analysed performance pay to ensure there is no gender bias (including unconscious bias) Analysed performance ratings to ensure there is no gender bias (including unconscious bias) Set targets to reduce any organisation-wide gap</p> |
| <p>.. Yes</p> | <p>Reported pay equity metrics (including gender pay gaps) to the governing body Reported pay equity metrics (including gender pay gaps) to the executive Reported pay equity metrics (including gender pay gaps) to all employees Reported pay equity metrics (including gender pay gaps) externally Corrected like-for-like gaps</p> |
| <p>1.3: You may provide details below on the type of gender remuneration gap analysis that has been undertaken (for example like-for-like and/or organisation-wide)</p> | <p>During Viva Energy Australia's annual pay and performance review we conduct pre and post pay review analysis to understand the gap and how this can be addressed in the pay review to decrease the gap. Results of the pay gap analysis undertaken are shared with the board annually.</p> <p>Employees that fall under an Enterprise Bargaining Agreement (EBA) agree to and are governed by the terms and conditions of their agreement, including remuneration. Remuneration in these agreements is set and based solely on job title and level. Gender is not taken into consideration, therefore pay review analysis are not deemed necessary.</p> |

2: For organisations with partnership structures: Have you undertaken a gender remuneration gap analysis ('gender pay gap analysis') in the current reporting period to determine if there are any remuneration gaps between women partners and men partners in your organisation?

3: If your organisation would like to provide additional information relating to employer action on pay equity in your workplace, please do so below.

Employee consultation

1: Have you consulted with employees on issues concerning gender equality in your workplace during the reporting period?

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

| | |
|--|---------------------------------|
| <p>1.1: How did you consult employees?</p> | <p>Survey Focus groups</p> |
|--|---------------------------------|

| | |
|--|-----------------|
| | Exit interviews |
|--|-----------------|

| | |
|---------------------------|-----------|
| 1.2: Who did you consult? | ALL staff |
|---------------------------|-----------|

2: Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?

Yes(*Select all that apply.*)

| | |
|--------|----------|
| ...Yes | Strategy |
|--------|----------|

3: On what date did your organisation share your previous year's public reports with employees?

13-Sep-2021

4: Does your organisation have shareholders?

Yes

| | |
|--|-------------|
| 4.1: On what date did your organisation share your previous year's public reports with shareholders? | 13-Sep-2021 |
|--|-------------|

5: Have you shared previous Executive Summary and Benchmark reports with the governing body?

No

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

#Flexible work

Flexible working

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

Yes(*Select all that apply*)

| ...Yes | Policy Strategy |
|---|--|
| ...A business case for flexibility has been established and endorsed at the leadership level | Yes |
| ...Leaders are visible role models of flexible working | Yes |
| ...Flexible working is promoted throughout the organisation | Yes |
| ...Targets have been set for engagement in flexible work | No(<i>Select all that apply</i>) |
| ...No | Other (provide details) |
| ...Other (provide details) | Flexible working is embedded through our 'Viva Ways of Working' approach. It harnesses the workplace transformation we saw during the pandemic and supports employees to continue working flexibly in a way that works for our customers, our operations, teams, and families. |
| ...Targets have been set for men's engagement in flexible work | Yes |
| ...Leaders are held accountable for improving workplace flexibility | Yes |
| ...Manager training on flexible working is provided throughout the organisation | Yes |
| ...Employee training is provided throughout the organisation | Yes |
| ...Team-based training is provided throughout the organisation | No(<i>Select all that apply</i>) |
| ...No | Not aware of the need |
| ...Employees are surveyed on whether they have sufficient flexibility | Yes |
| ...The organisation's approach to flexibility is integrated into client conversations | Yes |
| ...The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement) | Yes |

| | |
|---|-----|
| ...Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel | Yes |
| ...Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body | Yes |

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

| | |
|---|--|
| ...Flexible hours of work | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available Informal options are available |
| ...Compressed working weeks | No(<i>You may specify why the above option is not available to your employees.</i>) |
| ...No | Other (provide details) |
| ...Other (provide details) | A new Maintenance Enterprise agreement has been negotiated which covers mechanical fitters, boilermakers, electricians and instrumentation technicians. The new agreement will provide significant flexibility improvements for the frontline team members covered by this agreement including moving to a 4 day week / 8 day fortnight. |
| ...Time-in-lieu | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available Informal options are available |
| ...Telecommuting (e.g. working from home) | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available Informal options are available |
| ...Part-time work | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available Informal options are available |
| ...Job sharing | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available Informal options are available |
| ...Carer's leave | Yes(<i>Select one option only</i>) |
| | |

| | |
|-----------------------------------|--|
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available Informal options are available |
| ...Purchased leave | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available Informal options are available |
| ...Unpaid leave | Yes(<i>Select one option only</i>) |
| ...Yes | SAME options for women and men(<i>Select all that apply</i>) |
| ...SAME options for women and men | Formal options are available Informal options are available |

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

Yes

4: Has your organisation implemented an 'all roles flex' approach to flexible work?

No

5: Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce during the 2021-22 reporting period?

No

6: If your workplace includes hybrid teams (i.e. some employees in a team work remotely while other employees in a team work at the organisation's usual workplace), have any of the following measures been utilised to ensure the fair treatment of all employees regardless of work location?

Training for managers on how to work with flexible and remote/hybrid teams
 Training for non-managers on how to work with flexible and remote/hybrid teams
 Training for all employees on how to work with flexible and remote/hybrid teams
 Employee performance is measured by performance and not presenteeism
 Other(*Provide details*)

...Other

Our 'Viva Flex Guidelines' also support hybrid working.

7: If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, including specific changes due to the impact of the COVID-19 pandemic on your workplace, please do so below.

While the pandemic has presented unique challenges, we were able to work in new ways to meet the needs of our customers, operations, teams and families. Together we:

- Modified the way we work to deliver our operations, including operational turnarounds during the pandemic
- Supported home learning around shift work
- Adapted to working from home
- Shared child care and other duties with partners at home

- Adapted quickly with tech to support flexible ways of working
- Felt trusted to choose how we deliver

Viva Ways of Working is all about harnessing the transformation we have seen in our ways of working during the pandemic and taking those learnings into the future. It strengthens and expands the flexible working arrangements we already had available and leverages what we have learnt.

We will continue to harness the benefits of working between home and the office in a balanced way that works for everyone. This is underpinned by our Viva Flex Framework. Our Viva Flex Framework is built on three principles:

1. Trust and empower
2. Inclusive always
3. Coming together in person is how we build our 'Driven by People' culture

#Employee support

Paid parental leave

1: Do you provide employer funded paid parental leave regardless of carer's status (i.e. primary/secondary) in addition to any government funded parental leave scheme?

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

| | |
|---|--|
| 1.1: Do you provide employer funded paid parental leave for primary carers in addition to any government funded parental leave scheme? | Yes(<i>Please indicate how employer funded paid parental leave is provided to the primary carers.</i>) |
| 1.1.a: Please indicate whether your employer-funded paid parental leave for primary carers is available to: | All, regardless of gender |
| 1.1.b: Please indicate whether your employer-funded paid parental leave for primary carers covers: | Birth Adoption Surrogacy Stillbirth |
| 1.1.c: How do you pay employer funded paid parental leave to primary carers? | Paying the employee's full salary |
| 1.1.d: Do you pay superannuation contribution to your primary carers while they are on parental leave? | Yes, on employer funded parental leave Yes, on unpaid parental leave |
| 1.1.e: How many weeks (minimum) of employer funded paid parental leave for primary carers is provided? | 14 |
| 1.1.f: What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals? | 91-100% |
| 1.1.g: Do you require primary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave? | No |
| 1.1.h: Do you require primary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth? | Yes |
| 1.1.h: Do you require primary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth? | Within 24 months |
| .. Yes | |

| | |
|---|--|
| 1.2: Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme? | Yes(<i>Please indicate how employer funded paid parental leave is provided to the secondary carers.</i>) |
| 1.2.a: Please indicate whether your employer-funded paid parental leave for secondary carers is available to: | All, regardless of gender |
| 1.2.b: Please indicate whether your employer-funded paid parental leave for secondary carers covers: | Birth Adoption Surrogacy Stillbirth |
| 1.2.c: How do you pay employer funded paid parental leave to secondary carers? | Paying the employee's full salary |
| 1.2.d: Do you pay superannuation contribution to your secondary carers while they are on parental leave? | Yes, on employer funded parental leave Yes, on unpaid parental leave |
| 1.2.e: How many weeks (minimum) of employer funded paid parental leave for secondary carers is provided? | 3 |
| 1.2.f: What proportion of your total workforce has access to employer funded paid parental leave for secondary carers, including casuals? | 90-100% |
| 1.2.h: Do you require secondary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth? | Yes |
| 1.2.h: Do you require secondary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth? | Within 12 months |
| .. Yes | |

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

100% of Viva Energy Australia's workforce is entitled to employer funded 14 weeks paid primary parental leave in addition to government's paid scheme. We recently increased the entitlement for Secondary Carers to 3 weeks.

Support for carers

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

Yes(*Select all that apply*)

...Yes

Policy

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

| | |
|---|---|
| ...Employer subsidised childcare | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not a priority |
| ...On-site childcare | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not a priority |
| ...Breastfeeding facilities | Yes(<i>Please indicate the availability of this support mechanism.</i>) |
| ...Yes | Available at SOME worksites |
| ...Childcare referral services | Yes(<i>Please indicate the availability of this support mechanism.</i>) |
| ...Yes | Available at ALL worksites |
| ...Internal support networks for parents | Yes(<i>Please indicate the availability of this support mechanism.</i>) |
| ...Yes | Available at ALL worksites |
| ...Return to work bonus (only select if this bonus is not the balance of paid parental leave) | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Not a priority |
| ...Information packs for new parents and/or those with elder care responsibilities | Yes(<i>Please indicate the availability of this support mechanism.</i>) |
| ...Yes | Available at ALL worksites |
| ...Referral services to support employees with family and/or caring responsibilities | Yes(<i>Please indicate the availability of this support mechanism.</i>) |
| ...Yes | Available at ALL worksites |
| ...Targeted communication mechanisms (e.g. intranet/forums) | Yes(<i>Please indicate the availability of this support mechanism.</i>) |
| ...Yes | Available at SOME worksites |
| ...Support in securing school holiday care | Yes(<i>Please indicate the availability of this support mechanism.</i>) |
| ...Yes | Available at ALL worksites |
| ...Coaching for employees on returning to work from paid parental leave | Yes(<i>Please indicate the availability of this support mechanism.</i>) |
| ...Yes | Available at ALL worksites |
| ...Parenting workshops targeting mothers | No(<i>You may specify why the above support mechanism is not available to your employees.</i>) |
| ...No | Other (provide details) |
| ...Other (provide details) | Through our partnership with Parents@Work, all employees can access online support resources including webinars and podcasts. |
| | No(<i>You may specify why the above support</i> |

| | |
|--|---|
| ...Parenting workshops targeting fathers | <i>mechanism is not available to your employees.)</i> |
| ...No | Other (provide details) |
| ...Other (provide details) | Through our partnership with Parents@Work, all employees can access online support resources including webinars and podcasts. |
| ...Other (provide details) | No |

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

We continue to grow and improve the suite of resources and support offered to parents who are planning parenthood, commencing leave or returning to work. Specifically, the Work and Family Hub includes curated courses, checklists, articles, podcasts and webinars to support parents and carers across all stages of life.

We offer a 'keeping in touch' program for team members on parental leave, offer a variety of resources via the Parents at Work platform, and also provide tools for line managers to keep in touch informally. New parents are also invited to join a 'new parents group' while on parental leave or when they return to work after parental leave. This group is sponsored by an Executive Leadership Team member and encourages networking and sharing of learnings with regard to balancing caring and working responsibilities. We have partnerships with support organisations including, Parents at Work, KidsCo, Work | Life Links and aged care and disability care referrals services DR Care Solutions.

Sex-based harassment and discrimination

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

Yes (*Select all that apply*)

| | |
|---|--------------------|
| ...Yes | Policy Strategy |
| 1.1: Do you provide a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy? | Yes |

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

| | |
|------------------|---|
| ...All managers | Yes (<i>Please indicate how often is this training provided (select all that apply):</i>) |
| ...Yes | At induction Every one-to-two years |
| ...All employees | Yes (<i>Please indicate how often is this training provided (select all that apply):</i>) |
| ...Yes | At induction Every one-to-two years |

3: If your organisation would like to provide additional information relating to sex-based harassment and discrimination, please do so below.

To promote and uphold the standards of behaviours as outlined through our Standards of Behaviour policy, we also developed Contact Officer roles to provide our employees with a confidential and neutral point of contact for advice on the informal and formal means of addressing inappropriate behaviour in the workplace. Contact Officers completed training in September 2021 and will offer support to employees by listening to concerns related to discrimination, harassment or bullying, providing advice on resolution options and Viva Energy policies.

As part of our approach to better understand the experience of team members, a number of listening sessions regarding the 'The treatment of women and workplace culture' were led by the Senior Leadership Group and sponsored by the Executive Leadership Team. These sessions provided an opportunity for feedback from women and a forum to reinforce the avenues available to seek support if inappropriate behaviours exists. A summary of the themes from these listening sessions together with Inclusion Survey results were presented to the Viva Energy Board as part of a management presentation on changes to the sexual harassment legislation and how we are managing this important issue at Viva Energy.

We have also introduced the concept of 'Say it Again' which is a tool to help team members intervene in the moment when they observe or experience inappropriate comments.

In addition, we have a bi-annual Board agenda item to discuss sexual harassment cases and identify mitigation strategies.

Family or domestic violence

1: Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?

Yes (*Select all that apply*)

| | |
|--------|--------|
| ...Yes | Policy |
|--------|--------|

2: Other than a formal policy and/or formal strategy, do you have the following support mechanisms in place to support employees who are experiencing family or domestic violence?

| | |
|---|---|
| ...Employee assistance program (including access to psychologist, chaplain or counsellor) | Yes |
| ...Training of key personnel | Yes |
| ...A domestic violence clause is in an enterprise agreement or workplace agreement | No (<i>Select all that apply</i>) |
| ...No | Other (provide details) |
| ...Other (provide details) | There is some variance in terms of clauses in Viva Energy's EAs, some EAs do not cover it at all, some make reference to the NES (unpaid leave entitlement), and one EA provides up to 2 days paid leave. However, Viva Energy employees (regardless of whether they are covered under an EA or not) are covered by the |

| | |
|--|---|
| | Viva Energy Domestic and Family Violence Policy which provides for up to 10 days of paid leave. |
| ...Workplace safety planning | Yes |
| ...Access to paid domestic violence leave (contained in an enterprise/workplace agreement) | No(<i>Select all that apply</i>) |
| ...No | Not aware of the need |
| ...Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement) | No(<i>Select all that apply</i>) |
| ...No | Not aware of the need |
| ...Access to paid domestic violence leave (not contained in an enterprise/workplace agreement) | Yes(<i>Is the leave period unlimited?</i>) |
| ...Yes | No |
| : How many days of paid domestic violence leave (not contained in an enterprise/workplace agreement) are provided? | 10 |
| ...Access to unpaid leave | Yes(<i>Is the leave period unlimited?</i>) |
| ...Yes | No |
| : How many days of unpaid domestic violence leave are provided? | 5 |
| ...Confidentiality of matters disclosed | Yes |
| ...Referral of employees to appropriate domestic violence support services for expert advice | Yes |
| ...Protection from any adverse action or discrimination based on the disclosure of domestic violence | Yes |
| ...Flexible working arrangements | Yes |
| ...Provision of financial support (e.g. advance bonus payment or advanced pay) | Yes |
| ...Offer change of office location | Yes |
| ...Emergency accommodation assistance | Yes |
| ...Access to medical services (e.g. doctor or nurse) | Yes |
| ...Other (provide details) | No |

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

Under our Family and Domestic Violence Support policy, we offer any of our team members experiencing family and domestic violence 10 days of paid leave, direct financial assistance

of up to \$2,500 to help with costs, as well as supporting changes of hours of work and work location as needed.

In September 2021, we trained Contact Officers to promote and uphold the standards of behaviours as outlined through our Standards of Behaviour policy. Contact Officer's provide our employees with a confidential and neutral point of contact for advice on the informal and formal means of addressing inappropriate behaviour in the workplace.

#Diversity and inclusion

Voluntary section

1: Do you have a formal policy and/or formal strategy on diversity and inclusion in your organisation?

Yes (Select all that is covered.)

...Yes

Aboriginal and/or Torres Strait Islander identity
Cultural and/or language and/or race/ethnicity background
Sexual orientation
Gender identity
Age
Disability and/or accessibility

2: Do you collect data on whether employees identify as Aboriginal and/or Torres Strait Islander?

Yes

...If this data can be shared and is not confidential, please complete the below table:

...Aboriginal and/or Torres Strait Islander Managers .. Female

0

...Aboriginal and/or Torres Strait Islander Managers .. Male

0

...Aboriginal and/or Torres Strait Islander Managers .. Non-binary

0

...Aboriginal and/or Torres Strait Islander Non-managers .. Female

2

...Aboriginal and/or Torres Strait Islander Non-managers .. Male

7

...Aboriginal and/or Torres Strait Islander Non-managers .. Non-binary

0

3: Do you currently collect data on any of the following dimensions of employees' identities?

Cultural and/or language and/or race/ethnicity background
Disability
Sexual orientation
Gender identity

Workforce Management Statistics Table

Industry: Petroleum and Coal Product Manufacturing

| Question | Contract Type | Employment Type | Manager Category | Female | Male | Total* | |
|---|---------------------|---------------------|---------------------|---------------------|------|--------|----|
| 1. How many employees were promoted? | Full-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 1 | 7 | 8 | |
| | | | Non-managers | 12 | 17 | 29 | |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| | Part-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| | N/A | Casual | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| 2. How many employees (including partners with an employment contract) were internally appointed? | Full-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 4 | 12 | 16 | |
| | | | Non-managers | 10 | 13 | 23 | |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| | Part-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 1 | 0 | 1 | |
| | | | Non-managers | 4 | 0 | 4 | |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| | N/A | Casual | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| 3. How many employees (including partners with an employment contract) were externally appointed? | Full-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 3 | 8 | 11 | |
| | | | Non-managers | 55 | 76 | 131 | |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 2 | 2 | |
| | | | Non-managers | 20 | 28 | 48 | |
| | | Part-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | | Managers | 1 | 0 | 1 |
| | | | | Non-managers | 7 | 4 | 11 |
| | Fixed-Term Contract | | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 5 | 0 | 5 | |
| | N/A | Casual | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Petroleum and Coal Product Manufacturing

| Question | Contract Type | Employment Type | Manager Category | Female | Male | Total* |
|--|---|---------------------|---------------------|---------------------|------|--------|
| 4. How many employees (including partners with an employment contract) voluntarily resigned? | Full-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 7 | 11 | 18 |
| | | | Non-managers | 19 | 58 | 77 |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 3 | 3 |
| | Part-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 1 | 1 | 2 |
| | | | Non-managers | 9 | 1 | 10 |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | N/A | Casual | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 1 | 1 |
| | 5. How many employees have taken primary carer's parental leave (paid and/or unpaid)? | Full-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 |
| Managers | | | | 2 | 4 | 6 |
| Non-managers | | | | 13 | 31 | 44 |
| Fixed-Term Contract | | | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 1 | 0 | 1 |
| Part-time | | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 3 | 0 | 3 |
| | | | Non-managers | 15 | 0 | 15 |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 0 | 0 |
| N/A | | Casual | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 0 | 0 |
| 6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)? | Full-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 4 | 4 |
| | | | Non-managers | 0 | 20 | 20 |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 0 | 0 |
| | Part-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 1 | 1 |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 0 | 0 |
| | N/A | Casual | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 0 | 0 |

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Petroleum and Coal Product Manufacturing

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

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Petroleum and Coal Product Manufacturing

| Question | Contract Type | Employment Type | Manager Category | Female | Male | Total* | |
|---|---------------------|---------------------|---------------------|---------------------|------|--------|----|
| 1. How many employees were promoted? | Full-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 1 | 7 | 8 | |
| | | | Non-managers | 12 | 17 | 29 | |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| | Part-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| | N/A | Casual | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| 2. How many employees (including partners with an employment contract) were internally appointed? | Full-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 4 | 12 | 16 | |
| | | | Non-managers | 10 | 13 | 23 | |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| | Part-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 1 | 0 | 1 | |
| | | | Non-managers | 4 | 0 | 4 | |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| | N/A | Casual | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |
| 3. How many employees (including partners with an employment contract) were externally appointed? | Full-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 3 | 8 | 11 | |
| | | | Non-managers | 55 | 76 | 131 | |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 2 | 2 | |
| | | | Non-managers | 20 | 28 | 48 | |
| | | Part-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | | Managers | 1 | 0 | 1 |
| | | | | Non-managers | 7 | 4 | 11 |
| | Fixed-Term Contract | | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 5 | 0 | 5 | |
| | N/A | Casual | CEO, KMPs, and HOBs | 0 | 0 | 0 | |
| | | | Managers | 0 | 0 | 0 | |
| | | | Non-managers | 0 | 0 | 0 | |

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Petroleum and Coal Product Manufacturing

| Question | Contract Type | Employment Type | Manager Category | Female | Male | Total* |
|--|---|---------------------|---------------------|---------------------|------|--------|
| 4. How many employees (including partners with an employment contract) voluntarily resigned? | Full-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 7 | 11 | 18 |
| | | | Non-managers | 19 | 58 | 77 |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 3 | 3 |
| | Part-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 1 | 1 | 2 |
| | | | Non-managers | 9 | 1 | 10 |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | N/A | Casual | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 1 | 1 |
| | 5. How many employees have taken primary carer's parental leave (paid and/or unpaid)? | Full-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 |
| Managers | | | | 2 | 4 | 6 |
| Non-managers | | | | 13 | 31 | 44 |
| Fixed-Term Contract | | | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 1 | 0 | 1 |
| Part-time | | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 3 | 0 | 3 |
| | | | Non-managers | 15 | 0 | 15 |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 0 | 0 |
| N/A | | Casual | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 0 | 0 |
| 6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)? | Full-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 4 | 4 |
| | | | Non-managers | 0 | 20 | 20 |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 0 | 0 |
| | Part-time | Permanent | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 1 | 1 |
| | | Fixed-Term Contract | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 0 | 0 |
| | N/A | Casual | CEO, KMPs, and HOBs | 0 | 0 | 0 |
| | | | Managers | 0 | 0 | 0 |
| | | | Non-managers | 0 | 0 | 0 |

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Petroleum and Coal Product Manufacturing

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

* Total employees includes Gender X

Workplace Profile Table

Industry: Petroleum and Coal Product Manufacturing

| Occupational category* | Employment status | No. of employees | | Number of apprentices and graduates (combined) | | Total employees** |
|-------------------------------------|---------------------|------------------|-----|--|---|-------------------|
| | | F | M | F | M | |
| Managers | Full-time permanent | 60 | 137 | 0 | 0 | 197 |
| | Full-time contract | 3 | 2 | 0 | 0 | 5 |
| | Part-time permanent | 15 | 0 | 0 | 0 | 15 |
| | Part-time contract | 1 | 0 | 0 | 0 | 1 |
| Professionals | Full-time permanent | 106 | 271 | 6 | 5 | 388 |
| | Full-time contract | 5 | 5 | 0 | 0 | 10 |
| | Part-time permanent | 33 | 3 | 0 | 0 | 36 |
| | Part-time contract | 2 | 0 | 0 | 0 | 2 |
| Technicians And Trades Workers | Full-time permanent | 53 | 380 | 0 | 0 | 433 |
| | Full-time contract | 13 | 24 | 0 | 0 | 37 |
| | Part-time permanent | 6 | 10 | 0 | 0 | 16 |
| | Part-time contract | 2 | 0 | 0 | 0 | 2 |
| | Casual | 0 | 3 | 0 | 0 | 3 |
| Clerical And Administrative Workers | Full-time permanent | 45 | 35 | 0 | 0 | 80 |
| | Full-time contract | 1 | 1 | 0 | 0 | 2 |
| | Part-time permanent | 15 | 0 | 0 | 0 | 15 |

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

** Total employees includes Gender X

Workplace Profile Table

Industry: Petroleum and Coal Product Manufacturing

| Manager category | Level to CEO | Employment status | No. of employees | | |
|------------------|--------------|---------------------|------------------|----|--------|
| | | | F | M | Total* |
| CEO | 0 | Full-time permanent | 0 | 1 | 1 |
| KMP | -1 | Full-time permanent | 3 | 3 | 6 |
| | | Full-time contract | 0 | 1 | 1 |
| GM | -2 | Full-time permanent | 0 | 1 | 1 |
| SM | -1 | Full-time permanent | 1 | 0 | 1 |
| | -2 | Full-time permanent | 10 | 21 | 31 |
| | | Full-time contract | 1 | 0 | 1 |
| | -3 | Full-time permanent | 3 | 6 | 9 |
| OM | -2 | Full-time permanent | 3 | 8 | 11 |
| | | Full-time contract | 0 | 1 | 1 |
| | | Part-time permanent | 2 | 0 | 2 |
| | -3 | Full-time permanent | 30 | 58 | 88 |
| | | Full-time contract | 2 | 0 | 2 |
| | | Part-time permanent | 11 | 0 | 11 |
| | -4 | Full-time permanent | 10 | 36 | 46 |
| | | Part-time permanent | 2 | 0 | 2 |
| | | Part-time contract | 1 | 0 | 1 |
| | -5 | Full-time permanent | 0 | 3 | 3 |

* Total employees includes Gender X

Workplace Profile Table

Industry: Petroleum and Coal Product Manufacturing

| Occupational category* | Employment status | No. of employees | | Number of apprentices and graduates (combined) | | Total employees** |
|-------------------------------------|---------------------|------------------|-----|--|---|-------------------|
| | | F | M | F | M | |
| Managers | Full-time permanent | 60 | 137 | 0 | 0 | 197 |
| | Full-time contract | 3 | 2 | 0 | 0 | 5 |
| | Part-time permanent | 15 | 0 | 0 | 0 | 15 |
| | Part-time contract | 1 | 0 | 0 | 0 | 1 |
| Professionals | Full-time permanent | 106 | 271 | 6 | 5 | 388 |
| | Full-time contract | 5 | 5 | 0 | 0 | 10 |
| | Part-time permanent | 33 | 3 | 0 | 0 | 36 |
| | Part-time contract | 2 | 0 | 0 | 0 | 2 |
| Technicians And Trades Workers | Full-time permanent | 53 | 380 | 0 | 0 | 433 |
| | Full-time contract | 13 | 24 | 0 | 0 | 37 |
| | Part-time permanent | 6 | 10 | 0 | 0 | 16 |
| | Part-time contract | 2 | 0 | 0 | 0 | 2 |
| | Casual | 0 | 3 | 0 | 0 | 3 |
| Clerical And Administrative Workers | Full-time permanent | 45 | 35 | 0 | 0 | 80 |
| | Full-time contract | 1 | 1 | 0 | 0 | 2 |
| | Part-time permanent | 15 | 0 | 0 | 0 | 15 |

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

** Total employees includes Gender X

Workplace Profile Table

Industry: Petroleum and Coal Product Manufacturing

| Manager category | Level to CEO | Employment status | No. of employees | | |
|------------------|--------------|---------------------|------------------|----|--------|
| | | | F | M | Total* |
| CEO | 0 | Full-time permanent | 0 | 1 | 1 |
| KMP | -1 | Full-time permanent | 3 | 3 | 6 |
| | | Full-time contract | 0 | 1 | 1 |
| GM | -2 | Full-time permanent | 0 | 1 | 1 |
| SM | -1 | Full-time permanent | 1 | 0 | 1 |
| | -2 | Full-time permanent | 10 | 21 | 31 |
| | | Full-time contract | 1 | 0 | 1 |
| | -3 | Full-time permanent | 3 | 6 | 9 |
| OM | -2 | Full-time permanent | 3 | 8 | 11 |
| | | Full-time contract | 0 | 1 | 1 |
| | | Part-time permanent | 2 | 0 | 2 |
| | -3 | Full-time permanent | 30 | 58 | 88 |
| | | Full-time contract | 2 | 0 | 2 |
| | | Part-time permanent | 11 | 0 | 11 |
| | -4 | Full-time permanent | 10 | 36 | 46 |
| | | Part-time permanent | 2 | 0 | 2 |
| | | Part-time contract | 1 | 0 | 1 |
| | -5 | Full-time permanent | 0 | 3 | 3 |

* Total employees includes Gender X

Workplace Gender Equality Agency 2021–22 Compliance Program Submission approval

I, the CEO (or equivalent), confirm that the data provided in the 2021-22 Compliance Program submission is complete and correct, as reported in the full data appendices:

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

I approve the submission of this data to WGEA.

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

Name of CEO (or equivalent)

Scott Wyatt

CEO (or equivalent) signature



Date of signature

2 June 2022

What next?

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

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

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

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

