



Australian Government



Workplace
Gender Equality
Agency

2021 - 22 Compliance Program

Submitted by:

Confoil Pty. Limited (ABN:80005176429)

#Workplace overview

Policies and strategies

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

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

2: Do you have formal policy and/or formal strategy in place that support gender equality overall?
Yes(Select all that apply)

...Yes Policy

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

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

Governing bodies

Confoil Pty. Limited

1: Does this organisation have a governing body?	Yes(Provide further details on the governing body(ies) and its composition)
1.1: What is the name of your governing body?	Confoil Pty Ltd Board of Directors
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	3
...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?	No(<i>Select all that apply</i>)
	Do not have control over governing body/appointments
	Confoil Pty Ltd is a family owned business and is represented by family nominated members.
1.6: Do you have a formal policy and/or formal strategy in place on the gender composition of your governing body?	No
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?

No(*Select all that apply*)

...No

Other (provide details)

...Other (provide details)

Confoil Pty Ltd pays wages above Award rates. Employee salaries are based on market benchmarks and built into budgets accordingly.

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?

No

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)?

No(*Select all that apply*)

...No

Salaries for SOME employees (including managers) are set by awards or industrial agreements and there IS room for discretion in pay changes (for example because pay increases can occur with some discretion such as performance assessments)
Non-award employees paid market rate

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.*)

1.1: How did you consult employees?

Consultative committee or group
Exit interviews

Other (provide details)

...Other (provide details)

Inductions

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

Policy

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

17-Aug-2021

4: Does your organisation have shareholders?

No

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.

Confoil Pty Ltd Enterprise Agreement 2020 (Clause 7) states that the Joint Consultative Committee's charter includes equal opportunity and workplace discrimination.

#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
...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)	As manufacturing organisation we are limited in the areas where flexible work can be offered. Generally we engage salaried employees to understand their needs.
...Targets have been set for men's engagement in flexible work	No(<i>Select all that apply</i>)
...No	Not aware of the need
...Other (provide details)	
...Leaders are held accountable for improving workplace flexibility	Yes
...Manager training on flexible working is provided throughout the organisation	No(<i>Select all that apply</i>)
...No	Not aware of the need
...Employee training is provided throughout the organisation	Yes
...Team-based training is provided throughout the organisation	No(<i>Select all that apply</i>)
...No	Insufficient resources/expertise
...Employees are surveyed on whether they have sufficient flexibility	No(<i>Select all that apply</i>)
...No	Not aware of the need
...The organisation's approach to flexibility is integrated into client conversations	No(<i>Select all that apply</i>)
...No	Other (provide details)

...Other (provide details)	Not an area customer are seeking.
...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	No(<i>Select all that apply</i>)
...No	Insufficient resources/expertise
...Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body	No(<i>Select all that apply</i>)
...No	Insufficient resources/expertise
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	Informal options are available
...Compressed working weeks	No(<i>You may specify why the above option is not available to your employees.</i>)
...No	Not a priority
...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	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	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
...Job sharing	No(<i>You may specify why the above option is not available to your employees.</i>)
...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
...Purchased leave	No(<i>You may specify why the above option is not available to your employees.</i>)
...Unpaid leave	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)

...SAME options for women and men	Formal options are available
3: Are your flexible working arrangement options for NON-MANAGERS the same as the options for managers above?	
Yes	
3.1: You need to indicate which of the following flexible working options are available to NON-MANAGERS in your workplace.	Yes(Select one option only)
.. Flexible hours of work	
...Yes	SAME options for women and men(Select all that apply)
...SAME options for women and men	Informal options are available
...Compressed working weeks	Yes(Select one option only)
...Yes	SAME options for women and men(Select all that apply)
...SAME options for women and men	Formal options are available
...Time-in-lieu	Yes(Select one option only)
...Yes	SAME options for women and men(Select all that apply)
...SAME options for women and men	Informal options are available
...Telecommuting (e.g. working from home)	Yes(Select one option only)
...Yes	SAME options for women and men(Select all that apply)
...SAME options for women and men	Informal options are available
...Part-time work	Yes(Select one option only)
...Yes	SAME options for women and men(Select all that apply)
...SAME options for women and men	Formal options are available
...Job sharing	No(You may specify why the above option is not available to your employees.)
...Carer's leave	Yes(Select one option only)
...Yes	SAME options for women and men(Select all that apply)
...SAME options for women and men	Formal options are available
...Purchased leave	No(You may specify why the above option is not available to your employees.)
...Unpaid leave	Yes(Select one option only)
...Yes	SAME options for women and men(Select all that apply)
...SAME options for women and men	Formal options are available
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?

Don't know / Not applicable

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?

Not applicable

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.

#Employee support

Paid parental leave

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

No, we do not offer employer funded parental leave

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

Support for carers

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

No(*Select all that apply*)

...No

Other (provide details)

...Other (provide details)

Confoil Pty Ltd have supported employees that have needed to care for immediate family members. Confoil Pty Ltd complies to the National Employment Standards, Confoil Pty Ltd Enterprise Agreement 2020 and Award. Confoil Pty Ltd also allows employees to take actual hours for Personal Leave rather than full days.

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

...Employer subsidised childcare

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

...On-site childcare

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

...Breastfeeding facilities

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

...No

Other (provide details)

...Childcare referral services

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

...Internal support networks for parents

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

...Return to work bonus (only select if this bonus is not the balance of paid parental leave)

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

...Information packs for new parents and/or those with elder care responsibilities

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

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

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

...Targeted communication mechanisms (e.g. intranet/forums)	No(You may specify why the above support mechanism is not available to your employees.)
...Support in securing school holiday care	No(You may specify why the above support mechanism is not available to your employees.)
...Coaching for employees on returning to work from paid parental leave	No(You may specify why the above support mechanism is not available to your employees.)
...Parenting workshops targeting mothers	No(You may specify why the above support mechanism is not available to your employees.)
...Parenting workshops targeting fathers	No(You may specify why the above support mechanism is not available to your employees.)
...Other (provide details)	Yes(Please indicate the availability of this support mechanism.)
...Yes	Available at ALL worksites
...Available at ALL worksites	Confoil Pty Ltd has offered part time employment and flexible working hours to support its employees.

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

Sex-based harassment and discrimination

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

Yes(Select all that apply)

...Yes Policy

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(Please indicate how often is this training provided (select all that apply):)

...Yes At induction
Every one-to-two years

...All employees Yes(Please indicate how often is this training provided (select all that apply):)

...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.

Family or domestic violence

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

No(Select all that apply)

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	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	Access to unpaid leave or flexible work arrangements.
...A domestic violence clause is in an enterprise agreement or workplace agreement	No(<i>Select all that apply</i>)
...Workplace safety planning	No(<i>Select all that apply</i>)
...Access to paid domestic violence leave (contained in an enterprise/workplace agreement)	No(<i>Select all that apply</i>)
...Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)	No(<i>Select all that apply</i>)
...Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)	No(<i>Select all that apply</i>)
...Access to unpaid leave	Yes(<i>Is the leave period unlimited?</i>)
...Yes	Yes
...Confidentiality of matters disclosed	Yes
...Referral of employees to appropriate domestic violence support services for expert advice	Yes
...Protection from any adverse action or discrimination based on the disclosure of domestic violence	Yes
...Flexible working arrangements	Yes
...Provision of financial support (e.g. advance bonus payment or advanced pay)	No(<i>Select all that apply</i>)
...Offer change of office location	No(<i>Select all that apply</i>)
...Emergency accommodation assistance	No(<i>Select all that apply</i>)
...Access to medical services (e.g. doctor or nurse)	No(<i>Select all that apply</i>)
...Other (provide details)	Yes
...Yes	Confoil Pty Ltd supports an annual R U Ok Day.

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

#Diversity and inclusion

Voluntary section

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

No

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

No

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

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

Gender identity

Workplace Profile Table

Industry: Primary Metal and Metal 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	3	9	0	0	12
	Part-time permanent	1	1	0	0	2
Professionals	Full-time permanent	0	3	0	0	3
	Part-time permanent	1	0	0	0	1
	Part-time contract	0	1	0	0	1
Technicians And Trades Workers	Full-time permanent	0	19	0	0	19
Clerical And Administrative Workers	Full-time permanent	7	2	0	0	9
	Part-time permanent	2	0	0	0	2
Sales Workers	Full-time permanent	0	6	0	0	6
Machinery Operators And Drivers	Full-time permanent	18	38	0	0	56
	Part-time permanent	29	4	0	0	33

* 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: Primary Metal and Metal Product Manufacturing

Manager category	Level to CEO	Employment status	No. of employees		
			F	M	Total*
CEO	0	Full-time permanent	1	0	1
SM	-1	Full-time permanent	1	5	6
OM	-2	Full-time permanent	1	4	5
		Part-time permanent	1	1	2

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Primary Metal and Metal 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	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	
	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	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	
	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	1	1	
			Managers	0	1	1	
			Non-managers	5	18	23	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	1	1	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	0	0	0
				Non-managers	7	1	8
	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: Primary Metal and Metal 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	1	1	
			Managers	0	1	1	
			Non-managers	1	10	11	
		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	7	1	8
	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	
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0	
			Managers	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	
	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	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	
	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: Primary Metal and Metal 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

