2022 - 23 Gender Equality Reporting

Submitted By:

Qantas Airways Limited 16009661901
# 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
   - **Retention**: Yes
   - **Performance management processes**: Yes
   - **Promotions**: Yes
   - **Talent identification/identification of high potentials**: Yes
   - **Succession planning**: Yes
   - **Training and development**: Yes
   - **Key performance indicators for managers relating to gender equality**: Yes

2. Do you have a formal policy and/or formal strategy in place that supports gender equality overall?
   - Yes

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

## Governing Bodies

**Organisation**: Qantas Airways Limited  
1. **Name of the governing body**: Qantas Airways Limited  
2. **Type of the governing body**: Board of Directors

<table>
<thead>
<tr>
<th>Number of governing body chair and member by gender:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Chair</strong></td>
</tr>
<tr>
<td>-----------</td>
</tr>
<tr>
<td></td>
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<tr>
<td><strong>Member</strong></td>
</tr>
<tr>
<td></td>
</tr>
</tbody>
</table>
4. **Formal section policy and/or strategy**: Yes
   **Selected value**: Policy; Strategy

6. **Target set to increase the representation of women**: No
   **Selected value**: Other
   **Other value**: Gender balance is a key consideration in the selection process and managed by the Nominations Committee

7. **Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**
   Yes
   **Selected value**: Policy; Strategy

2. **If your organisation would like to provide additional information relating to your gender equality policies and strategies, please 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
   **Policy; Strategy**
   **1.1 Are specific pay equality objectives included in your formal policy and/or formal strategy?**
   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 ensure managers are held accountable for pay equity outcomes

2. **What was the snapshot date used for your Workplace Profile?**
   30/06/2022
4. If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.

Employer action on pay equality

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

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
   Identified cause/s of the gaps; Reviewed remuneration decision-making processes; Reported pay equity metrics (including gender pay gaps) to the executive; Corrected like-for-like gaps

1.3 What type of gender remuneration gap analysis has been undertaken?
   A like-for-like gap analysis

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?
   No

2. Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?
   No

3. On what date did your organisation share your last year’s public reports with employees and shareholders?
   Employees:
   Yes
   Date: 23/06/2022
Shareholder:
Yes
Date: 20/06/2022

4. Have you shared previous Executive Summary and Industry Benchmark reports with the governing body?
No

5. 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
Policy; Strategy

1.1. Please indicate which of the following are included in your flexible working arrangements strategy or policy:
A business case for flexibility has been established and endorsed at the leadership level
Yes

The organisation’s approach to flexibility is integrated into client conversations
No

Employees are surveyed on whether they have sufficient flexibility
No

Employee training is provided throughout the organisation
Yes
The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)
No

Flexible working is promoted throughout the organisation
Yes

Targets have been set for engagement in flexible work
No

Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body
No

Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel
No

Leaders are held accountable for improving workplace flexibility
No

Leaders are visible role models of flexible working
Yes

Manager training on flexible working is provided throughout the organisation
Yes

Targets have been set for men's engagement in flexible work
No

Team-based training is provided throughout the organisation
No

Other: No
2. Do you offer any of the following flexible working options to MANAGERS in your workplace?
   - **Carer’s leave:** Yes
     SAME options for women and men
   - **Compressed working weeks:** Yes
     SAME options for women and men
   - **Flexible hours of work:** Yes
     SAME options for women and men
   - **Job sharing:** Yes
     SAME options for women and men
   - **Part-time work:** Yes
     SAME options for women and men
   - **Purchased leave:** Yes
     SAME options for women and men
   - **Remote working/working from home:** Yes
     SAME options for women and men
   - **Time-in-lieu:** Yes
     SAME options for women and men
   - **Unpaid leave:** Yes
     SAME options for women and men

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

5. Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce between the 2021-22 and the 2022-23 reporting periods?
   Yes, women and men

7. If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, please do so below.

#Employee Support

**Paid Parental leave**
1. Do you provide employer-funded paid parental leave 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

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

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?
Yes
How long is the qualifying period (in months)?
12

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
Within 6 months

1.2. Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme?
Yes

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

1.2.e. How many weeks (minimum) of employer funded paid parental leave for secondary carers is provided?
1

1.2.f. What proportion of your total workforce has access to employer funded paid parental leave for secondary carers, including casuals?
91-100%

1.2.g. Do you require secondary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?
Yes
How long is the qualifying period (in months)?
12

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
Within 12 months

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

Support for carers

1. Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?
Yes
Policy; Strategy

2. Do you offer any of the following support mechanisms for employees with family or caring responsibilities?
2.1. Employer subsidised childcare
Yes
Available at SOME worksites

2.2. Return to work bonus (only select if this bonus is not the balance of paid parental leave)
No

2.3. Breastfeeding facilities
Yes
Available at SOME worksites

2.4. Childcare referral services
No

2.5. Coaching for employees on returning to work from parental leave
No
Currently under development
Estimated Completion Date:

2.6. Targeted communication mechanisms (e.g. intranet/forums)
Yes
Available at ALL worksites

2.7. Internal support networks for parents
Yes
Available at ALL worksites

2.8. Information packs for new parents and/or those with elder care responsibilities
Yes
Available at ALL worksites

2.9. Parenting workshops targeting fathers
No

2.10. Parenting workshops targeting mothers
No

2.11. Referral services to support employees with family and/or caring responsibilities
Yes
Available at ALL worksites

2.12. Support in securing school holiday care
No

2.13. On-site childcare
3. If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.

**Sexual harassment, harassment on the grounds of sex or discrimination**

1. Do you have a formal policy and/or formal strategy on the prevention and response to sexual harassment, harassment on the grounds of sex or discrimination?
   - Yes
   - Policy

1.3 Do you provide a grievance process in your sexual harassment policy and/or strategy?
   - Yes

2. Do you provide training on the prevention of sexual harassment, harassment on the grounds of sex or discrimination to the following groups?
   - All Managers:
     - Yes
     - At induction

Other

**Provide Details:** Every 3 years

9. If your organisation would like to provide additional information relating to measures to prevent and response to sexual harassment, harassment on the grounds of sex or 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?
   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?
   - A domestic violence clause is in an enterprise agreement or workplace agreement
     Yes
   - Confidentiality of matters disclosed
     Yes
   - Protection from any adverse action or discrimination based on the disclosure of domestic violence
     Yes
   - Employee assistance program (including access to psychologist, chaplain or counsellor)
     Yes
   - Emergency accommodation assistance
     No
   - Provision of financial support (e.g. advance bonus payment or advanced pay)
     No
     Other
     Provide Details: Would be reviewed on an individual basis
   - Flexible working arrangements
     Yes
   - Offer change of office location
Access to medical services (e.g. doctor or nurse)
No

Training of key personnel
No
Currently under development

Estimated Completion Date: 2023-12-31

Referral of employees to appropriate domestic violence support services for expert advice
Yes

Workplace safety planning
Yes

Access to paid domestic violence leave (contained in an enterprise/workplace agreement)
Yes
Is the leave period unlimited?

Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)
Yes
Is the leave period unlimited?

Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)
Yes
Is the leave period unlimited?
Access to unpaid leave
Yes
Is the leave period unlimited?

Other: No
Provide Details:
2. If your organisation would like to provide additional information relating to family and domestic violence affecting your workplace, please do so below
## Workforce Management Statistics Table

### Industry: Air and Space Transport

<table>
<thead>
<tr>
<th>Question</th>
<th>Contract Type</th>
<th>Employment Type</th>
<th>Manager Category</th>
<th>Female</th>
<th>Male</th>
<th>Total*</th>
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<td>Non-managers</td>
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</table>

* Total employees includes Non-binary
### Workforce Management Statistics Table

**Industry: Air and Space Transport**

<table>
<thead>
<tr>
<th>Question</th>
<th>Contract Type</th>
<th>Employment Type</th>
<th>Manager Category</th>
<th>Female</th>
<th>Male</th>
<th>Total*</th>
</tr>
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<tbody>
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<td>4. How many employees (including partners with an employment contract)</td>
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<td>5. How many employees have taken primary carer's parental leave (paid</td>
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<td>CEO, KMPs, and HOBs</td>
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<td>and/or unpaid)?</td>
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<tr>
<td>6. How many employees have taken secondary carer's parental leave (paid</td>
<td>Full-time</td>
<td>Permanent</td>
<td>CEO, KMPs, and HOBs</td>
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<td>and/or unpaid)?</td>
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</table>

* Total employees includes Non-binary
## Workforce Management Statistics Table

**Industry: Air and Space Transport**

<table>
<thead>
<tr>
<th>Question</th>
<th>Contract Type</th>
<th>Employment Type</th>
<th>Manager Category</th>
<th>Female</th>
<th>Total*</th>
</tr>
</thead>
<tbody>
<tr>
<td>7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?</td>
<td>Full-time</td>
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* Total employees includes Non-binary
<table>
<thead>
<tr>
<th>Occupational category*</th>
<th>Employment status</th>
<th>No. of employees</th>
<th>Number of apprentices and graduates (combined)</th>
<th>Total employees**</th>
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* Categorised using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)
** Total employees includes Non-binary
# Workplace Profile Table

**Industry:** Air and Space Transport

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<th>Manager category</th>
<th>Employment status</th>
<th>No. of employees</th>
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* Total employees includes Non-binary