



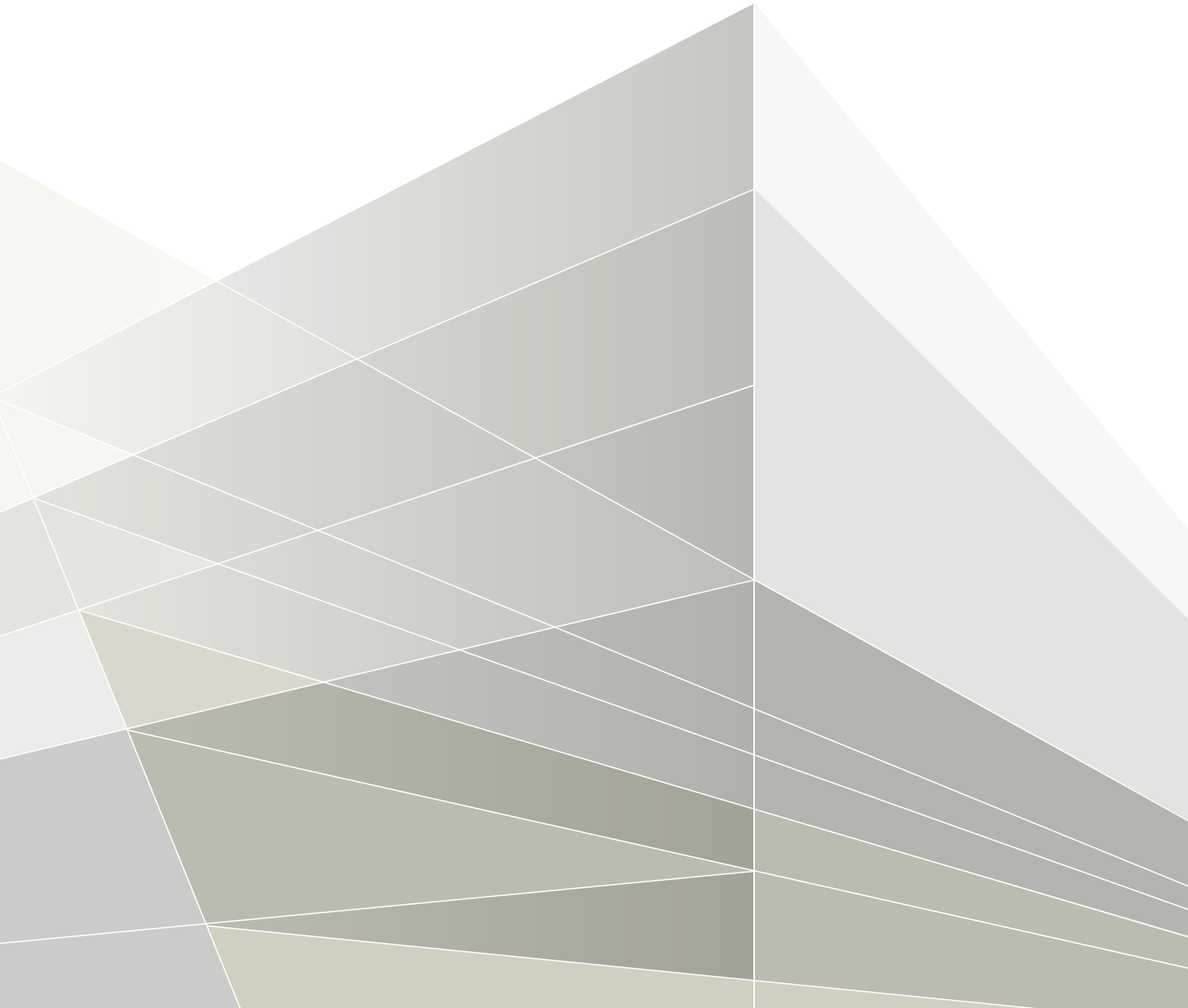
GENDER EQUITY POLICY

Policy Document

Updated: 1 April 2021

Revision: 2

Authorised by: Gary Hartley



CONTENTS

- (1) PURPOSE
- (2) POLICY STATEMENT
- (3) PRINCIPLES
- (4) RESPONSIBILITIES
- (5) DEFINITIONS
- (6) REFERENCES

1. Purpose

To set out Neo Construct's principles in ensuring that it maintains a gender equity-based approach to all of its organisational operational activities.

2. Policy Statement

Neo Construct is committed to supporting gender equity in our workplace. We aim to ensure that all staff have the same opportunities, rights and respect, regardless of their gender.

Gender equity is the process of being fair to women and men. Gender equity recognises that within all communities, women and men have different benefits, access to power, resources and responsibilities.

To ensure fairness, strategies must often be available to compensate for women's historical and social disadvantages that prevent women and men from operating on an equal playing field. Gender *equity* leads to gender *equality*, where there are equal rights, responsibilities and opportunities for women and men.

3. Principles

- › Ensure Neo Construct as a workplace provides equitable opportunities for its male and female employees and maintains an organisational culture which supports gender equity.
- › Promote a family friendly workplace for men and women through the following activities;
 - › Parental leave options to both men and women
 - › Flexible working arrangements to staff
 - › Breastfeeding facilities will be provided should the need arise
 - › Working from home options for staff
 - › Maintain awareness around family and domestic violence and having appropriate policy and procedures to support staff
 - › Regular review of policy, procedures and strategies to ensure gender equity principles are maintained
- › Create an equitable, respectful and enabling environment for men and women within the organisation through the following activities;
 - › Ensure that there is gender representation in all cross functional teams
 - › Ensure that gender equity exists with regard to remuneration of employees
 - › Embed Key Performance Indicators in relation to White Ribbon in senior management position descriptions
 - › Seek opportunities to encourage gender diversity in positions historically filled by gender stereotypes

- › Demonstrate gender equity social responsibility through the following community related activities;
 - › Require suppliers to Neo Construct to support the principles of White Ribbon through supplier code of conduct
 - › Support external organisations that demonstrate gender equity.
- › The existing policies and strategies listed in **Section 6 - Documents** are also part of the framework through which Neo Construct will achieve gender equality.

4. Responsibilities

Managing Director

Responsible for:

- Championing the policy
- Reviewing the policy
- Communicating the policy organisationally
- Advising & assisting managers & supervisors in addressing issues
- Providing regular training / awareness in relation to gender equity

Managers & Site Supervisors

Responsible for:

- Communicating policy to all staff
- Adhering to policy
- Addressing issues

All Staff

Responsible for:

- Adhering to policy
- Attending training / awareness programs

5. DEFINITIONS

Gender Equity:

Gender equity is the process of being fair to women and men in decision making and the provision of resources and the addressing of imbalances. Gender equity recognises that within all communities, women and men have different benefits, access to power, resources and responsibilities.

Gender Equality:

Gender equity leads to gender equality, where there are equal rights, responsibilities and opportunities for women and men.

6. References

Legislation:

For further information related to this policy see:

- › *Gender Equality Act 2020*
- › *Equal Opportunity Act 2010 (Vic)*
- › *Charter of Human Rights & Responsibilities Act 2006 (Vic)*
- › *Australian Human Rights Commission Act 1986*
- › *Workplace Gender Equity Act 2012*

Documents:

This Policy is implemented in conjunction with the following Neo Construct documents policies:

- › Enterprise Agreement [current version]
- › Harassment Policy
- › Social Procurement & Community Engagement Policy
- › Disciplinary Policy
- › Equal Opportunity Policy
- › Family & Domestic Violence Policy

AUTHORISED BY:

Gary Hartley
Director



EFFECTIVE DATE: 01/04/2021