



## Public report

2018-19

Submitted by

Legal Name:

Bega Cheese Limited







## Organisation and contact details

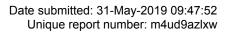
Submitting organisation details	Legal name	Bega Cheese Limited
	ABN	81008358503
	ANZSIC	C Manufacturing 1133 Cheese and Other Dairy Product Manufacturing
	Business/trading name/s	Bega Cheese Limited
	ASX code (if applicable)	BGA
	Postal address	P.O. Box 213 Tatura VIC 3616
		AUSTRALIA
	Organisation phone number	0358246234
Reporting structure	Ultimate parent	Bega Cheese Limited
	Number of employees covered by this report	2,469





## All organisations covered by this report

Legal name	Business/trading name/s
Bega Cheese Limited	Bega Cheese Limited
Tatura Milk Industries Ltd	
Peanut Company Of Australia Ltd	Peanut Company of Australia Limited





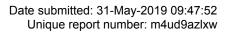


## Workplace profile

#### Manager

Managar accumptional actogories	Departing level to CEO	Employment status		No	. of employees
Manager occupational categories	Reporting level to CEO	Employment status	F	M	Total employees
		Full-time permanent	0	1	1
		Full-time contract	0	0	0
CEO/Head of Business in Australia	0	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	0	1	1
		Full-time contract	0	0	0
Key management personnel	-1	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
	-1	Full-time permanent	1	7	8
		Full-time contract	0	0	0
Other executives/General managers		Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	8	32	40
		Full-time contract	0	0	0
Senior Managers	-2	Part-time permanent	0	0	0
		Part-time contract	0	0	0
		Casual	0	0	0
		Full-time permanent	61	224	285
		Full-time contract	0	5	5
Other managers	-3	Part-time permanent	4	0	4
-		Part-time contract	0	0	0
		Casual	0	0	0
Grand total: all managers			74	270	344

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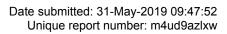


## Workplace profile

#### Non-manager

Non manager equipational estagaries	Employment status	No. of employees (excluding graduates and apprentices)		No. of graduates (if applicable)		No. of apprentices (if applicable)		Total ampleyage
Non-manager occupational categories	Employment status	F	M	F	М	F	М	Total employees
	Full-time permanent	71	101	0	0	0	0	172
	Full-time contract	10	8	0	0	0	0	18
Professionals	Part-time permanent	14	2	0	0	0	0	16
	Part-time contract	2	1	0	0	0	0	3
	Casual	0	0	0	0	0	0	0
	Full-time permanent	56	169	0	3	0	4	232
	Full-time contract	4	5	3	3	0	3	18
Technicians and trade	Part-time permanent	12	0	0	0	0	0	12
	Part-time contract	0	1	0	0	0	0	1
	Casual	19	14	0	1	0	0	34
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Community and personal service	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
	Full-time permanent	77	68	0	0	0	0	145
	Full-time contract	10	1	0	0	0	0	11
Clerical and administrative	Part-time permanent	26	4	0	0	0	0	30
	Part-time contract	4	1	0	0	0	0	5
	Casual	7	2	0	0	0	0	9
	Full-time permanent	23	45	0	0	0	0	68
	Full-time contract	0	1	0	1	0	0	2
Sales	Part-time permanent	13	1	0	0	0	0	14
	Part-time contract	1	0	0	0	0	0	1
	Casual	9	4	0	0	0	0	13
	Full-time permanent	130	650	0	0	0	0	780
	Full-time contract	5	14	0	0	0	0	19
Machinery operators and drivers	Part-time permanent	62	73	0	0	0	0	135
	Part-time contract	0	0	0	0	0	0	0
	Casual	3	50	0	0	0	0	53

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Non manager assumptional estageries	Employment status	No. of employees (excluding graduates and apprentices)		No. of graduates (if applicable)		No. of apprentices (if applicable)		Total ampleyage
Non-manager occupational categories	Employment status	F	M	F	М	F	М	Total employees
	Full-time permanent	12	67	0	0	0	0	79
	Full-time contract	0	0	0	0	0	0	0
Labourers	Part-time permanent	1	7	0	0	0	0	8
	Part-time contract	0	0	0	0	0	0	0
	Casual	78	169	0	0	0	0	247
	Full-time permanent	0	0	0	0	0	0	0
	Full-time contract	0	0	0	0	0	0	0
Others	Part-time permanent	0	0	0	0	0	0	0
	Part-time contract	0	0	0	0	0	0	0
	Casual	0	0	0	0	0	0	0
Grand total: all non-managers		649	1,458	3	8	0	7	2,125

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## Reporting questionnaire

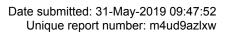
#### Gender equality indicator 1: Gender composition of workforce

This indicator seeks information about the gender composition of relevant employers in a standardised format, to enable the aggregation of data across and within industries. The aggregated data in your workplace profile assists relevant employers in understanding the characteristics of their workforce, including in relation to occupational segregation, the position of women and men in management within their industry or sector, and patterns of potentially insecure employment.

#### NB. IMPORTANT:

- References to the Act mean the Workplace Gender Equality Act 2012.
- A formal 'policy' and/or 'formal strategy' in this questionnaire refers to formal policies and/or strategies that are either standalone or contained within another formal policy/formal strategy.
- Data provided in this reporting questionnaire covers the TOTAL reporting period from 1 April 2018 to 31 March 2019. (This differs from the workplace profile data which is taken at a point-in-time during the reporting period).
- Answers need to reflect ALL organisations covered in this report.
- If you select "NO, Insufficient resources/expertise" to any option, this may cover human or financial resources.
- 1. Do you have formal policies and/or formal strategies in place that SPECIFICALLY SUPPORT GENDER EQUALITY relating to the following?

1.1	Recruitment
	<ul> <li>✓ Yes (select all applicable answers)</li> <li>✓ Policy</li> <li>✓ Strategy</li> <li>☐ No (you may specify why no formal policy or formal strategy is in place)</li> <li>☐ Currently under development, please enter date this is due to be completed</li> <li>☐ Insufficient resources/expertise</li> <li>☐ Not a priority</li> </ul>
1.2	Retention
	<ul> <li>✓ Yes (select all applicable answers)</li> <li>☐ Policy</li> <li>☑ Strategy</li> <li>☐ No (you may specify why no formal policy or formal strategy is in place)</li> <li>☐ Currently under development, please enter date this is due to be completed</li> <li>☐ Insufficient resources/expertise</li> <li>☐ Not a priority</li> </ul>
1.3	Performance management processes
	<ul> <li>✓ Yes (select all applicable answers)</li> <li>✓ Policy</li> <li>✓ Strategy</li> <li>☐ No (you may specify why no formal policy or formal strategy is in place)</li> <li>☐ Currently under development, please enter date this is due to be completed</li> <li>☐ Insufficient resources/expertise</li> <li>☐ Not a priority</li> </ul>







1.4	Promotions
	<ul> <li>✓ Yes (select all applicable answers)</li> <li>☐ Policy</li> <li>✓ Strategy</li> </ul>
	<ul> <li>No (you may specify why no formal policy or formal strategy is in place)</li> <li>☐ Currently under development, please enter date this is due to be completed</li> <li>☐ Insufficient resources/expertise</li> <li>☐ Not a priority</li> </ul>
1.5	Talent identification/identification of high potentials
	<ul><li>✓ Yes (select all applicable answers)</li><li>✓ Policy</li><li>✓ Strategy</li></ul>
	☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.6	Succession planning
	<ul> <li>✓ Yes (select all applicable answers)</li> <li>☐ Policy</li> <li>✓ Strategy</li> </ul>
	☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.7	Training and development
	<ul> <li>✓ Yes (select all applicable answers)</li> <li>✓ Policy</li> <li>✓ Strategy</li> </ul>
	☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.8	Key performance indicators for managers relating to gender equality
	<ul><li>✓ Yes (select all applicable answers)</li><li>✓ Policy</li><li>✓ Strategy</li></ul>
	☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority
1.9	Gender equality overall
	<ul><li>✓ Yes (select all applicable answers)</li><li>✓ Policy</li></ul>
	<ul> <li>Strategy</li> <li>No (you may specify why no formal policy or formal strategy is in place)</li> <li>Currently under development, please enter date this is due to be completed</li> <li>Insufficient resources/expertise</li> <li>Not a priority</li> </ul>





1.10 How many employees were promoted during the reporting period against each category below?
IMPORTANT: Because promotions are included in the number of appointments in Q1.11, the number of promotions should never exceed appointments.

	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	7	12	22	48
Permanent/ongoing part-time employees	1	0	3	3
Fixed-term contract full-time employees	0	0	0	3
Fixed-term contract part-time employees	0	0	0	0
Casual employees	0	0	8	12

1.11 How many appointments in total (including the number of promotions above in Q1.10), were made to manager and non-manager roles during the reporting period (based on WGEA-defined managers/non-managers)?

IMPORTANT: promotions need to be added to these totals because they are considered internal appointments.

	Female	Male
Number of appointments made to MANAGER roles (including promotions)	15	32
Number of appointments made to NON-MANAGER roles (including promotions)	180	279

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

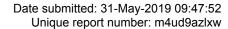
	Mana	Managers		nagers
	Female	Male	Female	Male
Permanent/ongoing full-time employees	6	17	36	140
Permanent/ongoing part-time employees	0	0	20	14
Fixed-term contract full-time employees	1	0	8	7
Fixed-term contract part-time employees	0	0	4	0
Casual employees	0	0	36	64

1.13 If your organisation would like to provide additional information relating to gender equality indicator 1, please do so below.

#### Gender equality indicator 2: Gender composition of governing bodies

Gender composition of governing bodies is an indicator of gender equality at the highest level of organisational leadership and decision-making. This gender equality indicator seeks information on the representation of women and men on governing bodies. The term "governing body" in relation to a relevant employer is broad and depends on the nature of your organisation. It can mean the board of directors, trustees, committee of management, council or other governing authority of the employer.

2. The organisation(s) you are reporting on will have a governing body. In the Act, governing body is defined as "the board of directors, trustees, committee of management, council or other governing authority of the employer". This question relates to the highest governing body for your Australian entity, even if it is located overseas.







2.1 Please answer the following questions relating to each governing body covered in the
--

Note: If this report covers more than one organisation, the questions below will be repeated for each organisation before proceeding to question 2.2.

If your organisation's governing body is the same as your parent entity's, you will need to add your organisation's name BUT the numerical details of your parent entity's governing body.

2.1a.1	Organisa	ition	name?
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Bega Cheese Limited

#### 2.1b.1 How many Chairs on this governing body?

	Female	Male
Number	0	1

#### 2.1c.1 How many other members are on this governing body (excluding the Chair/s)?

	Female	Male
Number	1	5

#### 2.1d.1 Has a target been set to increase the representation of women on this governing body?

_	Yes No (you may specify why a target has not been set) ☐ Governing body/board has gender balance (e.g. 40% women/40% men/20% either) ☐ Currently under development, please enter date this is due to be completed
	Within the context of the Board composition requirements of the Bega Cheese constitution, the Group aims to achieve a mix of industry, finance and business skills among the Directors that will enable the Board to effectively oversee and guide the Group's governance and strategic direction. In the reporting period a supplier Director gave notice of intention to resign, and an independent Director resigned. These current vacancies will provide an opportunity for a greater Board skill and gender mix to effectively oversee the Group's governance and strategic direction.
	☐ Insufficient resources/expertise ☐ Do not have control over governing body/board appointments (provide details why): ☐ Not a priority
	Other (provide details):

#### 2.1g.1 Are you reporting on any other organisations in this report?

⊠ Yes □ No

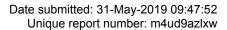
#### 2.1a.2 Organisation name?

Tatura Milk Industries Pty Ltd

#### 2.1b.2 How many Chairs on this governing body?

	Female	Male
Number	0	1

#### 2.1c.2 How many other members are on this governing body (excluding the Chair/s)?



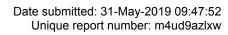




	Female	Male
Number	0	4

2.1d.2	Has a target been set to increase the re	epresentation of women on this gover	ning body?
	☐ Currently under development, ☐ Insufficient resources/expertise ☐ Do not have control over gover ☐ Not a priority ☐ Other (provide details):	ider balance (e.g. 40% women/40% men please enter date this is due to be compl	eted details why):
2.1g.2	Are you reporting on any other organis	sations in this report?	
	⊠ Yes □ No		
2.1a.3	Organisation name?		
	Peanut Company of Australia Pty Ltd		
2.1b.3	How many Chairs on this governing bo	ody?	
		Female	Male
	Number	0	1
2.1c.3	How many other members are on this	governing body (excluding the Chair/s	s)? Male
	Number	0	3
2.1d.3	☐ Currently under development, ☐ Insufficient resources/expertise ☐ Do not have control over gover ☒ Not a priority ☒ Other (provide details):	not been set) der balance (e.g. 40% women/40% men please enter date this is due to be compl	n/20% either) eted details why):
2.1g.3	Are you reporting on any other organis	sations in this report?	
	⊠ No		

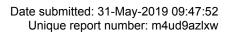
Do you have a formal selection policy and/or formal selection strategy for governing body members for ALL organisations covered in this report?







		☐ Policy ☐ Strategy
		☐ No (you may specify why no formal selection policy or formal selection strategy is in place)
		<ul><li>☐ In place for some governing bodies</li><li>☐ Currently under development, please enter date this is due to be completed</li></ul>
		<ul> <li>☐ Insufficient resources/expertise</li> <li>☐ Do not have control over governing body appointments (provide details why)</li> </ul>
		☐ Not a priority ☐ Other (provide details):
		Cities (provide details).
	2.3	Does your organisation operate as a partnership structure (i.e. select NO if your organisation is an "incorporated" entity - Pty Ltd, Ltd or Inc; or an "unincorporated" entity)?
		☐ Yes ⊠ No
	2.5	If your organisation would like to provide additional information relating to gender equality indicator 2, please do so below.
Ge	nder	equality indicator 3: Equal remuneration between women and men
	remune er equali	eration between women and men is a key component of improving women's economic security and progressing ty.
3.	Do yo	u have a formal policy and/or formal strategy on remuneration generally?
		s (select all applicable answers)
		☐ Policy ☐ Strategy
	☐ No	(you may specify why no formal policy or formal strategy is in place)
		☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
		☐ Salaries set by awards/industrial or workplace agreements ☐ Non-award employees paid market rate
		☐ Not a priority ☐ Other (provide details):
		Galer (provide detaile).
	3.1	Are specific gender pay equity objectives included in your formal policy and/or formal strategy?
		<ul> <li>✓ Yes (provide details in question 3.2 below)</li> <li>☐ No (you may specify why pay equity objectives are not included in your formal policy or formal strategy)</li> </ul>
		<ul><li>☐ Currently under development, please enter date this is due to be completed</li><li>☐ Salaries set by awards/industrial or workplace agreements</li></ul>
		☐ Insufficient resources/expertise ☐ Non-award employees paid market rate
		☐ Not a priority ☐ Other (provide details):
	3.2	Does your formal policy and/or formal strategy include any of the following gender pay equity objectives (select all applicable answers)?
		☐ 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 pay reviews)
		☐ To be transparent about pay scales and/or salary bands ☐ To ensure managers are held accountable for pay equity outcomes







	<ul><li>☑ To implement and/or maintain a transparent and rigorous performance assessment process</li><li>☐ Other (provide details):</li></ul>
	you analysed your payroll to determine if there are any remuneration gaps between women and men (i.e. ucted a gender pay gap analysis)?
⊠ Ye	es - the most recent gender remuneration gap analysis was undertaken:    Within last 12 months
	☐ Within last 1-2 years ☐ More than 2 years ago but less than 4 years ago
□ No	☐ Other (provide details):  o (you may specify why you have not analysed your payroll for gender remuneration gaps) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
	Salaries for ALL employees (including managers) are set by awards or industrial agreements AND there is no for discretion in pay changes (for example because pay increases occur only when there is a change in tenure or ications)
IS roc	☐ Salaries for SOME or ALL employees (including managers) are set by awards or industrial agreements and there om for discretion in pay changes (because pay increases can occur with some discretion such as performance
asses	sments)  Non-award employees paid market rate  Not a priority  Other (provide details):
4.01	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).
	Each year at remuneration review time, focus is placed on reducing any gender remuneration gap for like roles with like employee performance. A pool of funds is set aside to ensure talented identified females are paid appropriately. A talent matrix is reviewed to ensure a robust process is in place.
4.1	Did you take any actions as a result of your gender remuneration gap analysis?
	∑ Yes – indicate what actions were taken (select all applicable answers)
	☐ Created a pay equity strategy or action plan ☐ Identified cause/s of the gaps
	<ul> <li>☒ Reviewed remuneration decision-making processes</li> <li>☒ Analysed commencement salaries by gender to ensure there are no pay gaps</li> </ul>
	<ul> <li>☒ Analysed performance ratings to ensure there is no gender bias (including unconscious bias)</li> <li>☒ Analysed performance pay to ensure there is no gender bias (including unconscious bias)</li> <li>☐ Trained people-managers in addressing gender bias (including unconscious bias)</li> </ul>
	<ul><li>☑ Set targets to reduce any like-for-like gaps</li><li>☑ Set targets to reduce any organisation-wide gaps</li></ul>
	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
	<ul> <li>☐ Reported pay equity metrics (including gender pay gaps) externally</li> <li>☐ Corrected like-for-like gaps</li> </ul>
	☐ Conducted a gender-based job evaluation process
	Implemented other changes (provide details): A focus on like for like roles took place during the annual review process. Bega has focused on offering a broad range of benefits including flexible working arrangements to encourage females to continue their careers with the organiation and find a worklife balance that supports thier family needs.
	<ul> <li>□ No (you may specify why no actions were taken resulting from your remuneration gap analysis)</li> <li>□ No unexplainable or unjustifiable gaps identified</li> </ul>
	☐ Currently under development, please enter date this is due to be completed
	<ul> <li>☐ Insufficient resources/expertise</li> <li>☐ Salaries set by awards/industrial or workplace agreements</li> </ul>
	☐ Non-award employees are paid market rate ☐ Unable to address cause/s of gaps (provide details why):
	☐ Not a priority
	☐ Other (provide details):





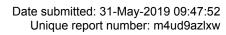
4.2 If your organisation would like to provide additional information relating to gender equality indicator 3, please do so below:

Bega currently has a 60/40 split of male/females in salaried staff positions. In 2015 this split was 68/32. This ratio has again increased over the past 12 months. Bega's philosophy is to attract the best candidate whether they be male or female and pay what the market demands.

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

This indicator will enable the collection and use of information from relevant employers about the availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employees and to working arrangements supporting employees with family or caring responsibilities. One aim of this indicator is to improve the capacity of women and men to combine paid work and family or caring responsibilities through such arrangements. The achievement of this goal is fundamental to gender equality and to maximising Australia's skilled workforce.

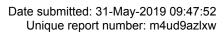
5.		RIMARY CARER" is the member of a couple or a single carer, REGARDLESS OF GENDER, identified as having er responsibility for the day-to-day care of a child.
		ou provide EMPLOYER FUNDED paid parental leave for PRIMARY CARERS that is available for women AND in addition to any government funded parental leave scheme for primary carers?
	time of indications of time of paid p	Is. (Please indicate how employer funded paid parental leave is provided to the primary carer):  By paying the gap between the employee's salary and the government's paid parental leave scheme  By paying the employee's full salary (in addition to the government's paid scheme), regardless of the period of over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks  As a lump sum payment (paid pre- or post- parental leave, or a combination) on, we offer paid parental leave for primary carers that is available to women ONLY (e.g. maternity leave). (Please the how employer funded paid parental leave is provided to women ONLY):  By paying the gap between the employee's salary and the government's paid scheme), regardless of the period of over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks  As a lump sum payment (paid pre- or post- parental leave, or a combination) on, we offer paid parental leave for primary carers that is available to men ONLY. (Please indicate how employer funded parental leave is provided to men ONLY):  By paying the gap between the employee's salary and the government's paid parental leave scheme play paying the gap between the employee's salary and the government's paid scheme), regardless of the period of over which it is paid. For example, full pay for 12 weeks or half pay for 24 weeks  As a lump sum payment (paid pre- or post- parental leave, or a combination) on the pay in the government (paid pre- or post- parental leave, or a combination) on the pay in the government (paid pre- or post- parental leave, or a combination) on the pay for 24 weeks or half pay for 24 weeks or half pay for 24 weeks or paying the government (paid pre- or post- parental leave, or a combination) on the pay for 24 weeks or half pay for 24 we
	5.1	How many weeks of EMPLOYER FUNDED paid parental leave for primary carers is provided? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of weeks provided to eligible employees:
		12
5a.	carer	r organisation would like to provide additional information on your paid parental leave for primary s e.g. eligibility period, where applicable the maximum number of weeks provided, and other gements you may have in place, please do so below.
	Bega weeks behin	mployee must be with the organisation for a minimum period of 12 months.  offers an additional 12 weeks of superannuation payments known as a "Super Booster" for the first 12 s of any unpaid parental leave period. This is to support the primary care giver who would otherwise slip d with super contributions having an extended period of time off without pay. This payment is in addition 12 weeks paid parental leave.







	5.2	<ul> <li>What proportion of your total workforce has access to employer funded paid parental leave for PRIMARY CARERS?</li> <li>In your calculation, you MUST INCLUDE CASUALS when working out the proportion.</li> </ul>
		□ <10% □ 10-20% □ 21-30% □ 31-40% □ 41-50% □ 51-60% □ 61-70% □ 71-80% □ 81-90% □ 91-99% □ 100%
	5.3	Please indicate whether your employer funded paid parental leave for primary carers covers:
		<ul><li>☑ Adoption</li><li>☐ Surrogacy</li><li>☑ Stillbirth</li></ul>
6.		CONDARY CARER" is a member of a couple or a single carer, REGARDLESS OF GENDER, who is not the ry carer.
		u provide EMPLOYER FUNDED paid parental leave for SECONDARY CARERS that is available for men and n, in addition to any government funded parental leave scheme for secondary carers?
	☐ No	we offer paid parental leave for SECONDARY CARERS that is available to men ONLY (e.g. paternity leave), we offer paid parental leave for SECONDARY CARERS that is available to women ONLY (you may specify why employer funded paid parental leave for secondary carers is not paid)  Currently under development, please enter date this is due to be completed  Insufficient resources/expertise  Government scheme is sufficient  Not a priority  Other (provide details):
	6.1	How many days of EMPLOYER FUNDED parental leave is provided for SECONDARY CARERS? If different amounts of leave are provided (e.g. based on length of service) enter the MINIMUM number of days provided to eligible employees:
6a.		r organisation would like to provide additional information on your paid parental leave for SECONDARY RS e.g. eligibility period, other arrangements you may have in place etc, please do so below.
	6.2	What proportion of your total workforce has access to employer funded paid parental leave for SECONDARY CARERS?  • In your calculation, you MUST INCLUDE CASUALS when working out the proportion.  □ <10% □ 10-20% □ 21-30% □ 31-40% □ 41-50% □ 51-60% □ 61-70% □ 71-80% □ 81-90%

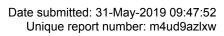




8.



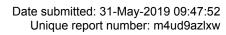
				er funded	paid pa	arental le	eave for sec	condary ca	rers cov	vers:
	many MANAGE oyees still on p	RS have tak arental leave					g period (pa	aid and/or	unpaid)	? Include
		Pri	imary carer'	s leave			Seconda	ry carer's l	eave	
		Fema	ale	Male		_	Female		Male	!
Mana	gers	7		0		0		7		
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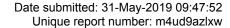
10.	Do yo	ou have a formal policy and/or formal strategy to support employees with family or caring responsibilities?
	⊠ Ye	s (select all applicable answers) ☑ Policy ☑ Strategy
	☐ No	y (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise
		☐ Included in award/industrial or workplace agreement
		☐ Not a priority ☐ Other (provide details):
11.		ou offer any other support mechanisms, other than leave, for employees with family or caring responsibilities mployer-subsidised childcare, breastfeeding facilities)?
	⊠ Ye	S
	□ No	y (you may specify why non-leave based measures are not in place)  Currently under development, please enter date this is due to be completed Insufficient resources/expertise  Not a priority Other (provide details):
	11.1	Please select what support mechanisms are in place and if they are available at all worksites.  • Where only one worksite exists, for example a head-office, select "Available at all worksites".
		☐ Employer subsidised childcare
		☐ Available at some worksites only ☐ Available at all worksites
		☐ On-site childcare
		□ Breastfeeding facilities     □ Breastfeeding facili
		Childcare referral services
		Available at some worksites only
		☐ Available at all worksites ☐ Return to work bonus (only select this option if the return to work bonus is NOT the balance of paid parental leave
		when an employee returns from leave)
		☐ Available at some worksites only ☐ Available at all worksites
		☐ Information packs to support new parents and/or those with elder care responsibilities
		☐ Available at some worksites only ☐ Available at all worksites
		Referral services to support employees with family and/or caring responsibilities
		☐ Available at some worksites only ☐ Available at all worksites
		☐ Targeted communication mechanisms, for example intranet/ forums
		Available at some worksites only
		☐ Available at all worksites ☐ Support in securing school holiday care
		Available at some worksites only
		☐ Available at all worksites ☐ Coaching for employees on returning to work from parental leave
		Available at some worksites only
		☐ Available at all worksites ☐ Parenting workshops targeting mothers
		☐ Available at some worksites only
		Available at all worksites
		☐ Parenting workshops targeting fathers







	Available at some worksites only
	Available at all worksites
	☐ None of the above, please complete question 11.2 below
12.	Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?
	☐ Yes (select all applicable answers)
	⊠ Policy □ Strategy
	☐ No (you may specify why no formal policy or formal strategy is in place) ☐ Currently under development, please enter date this is due to be completed
	☐ Insufficient resources/expertise ☐ Included in award/industrial or workplace agreements ☐ Net aware of the read
	☐ Not aware of the need ☐ Not a priority
	Other (please provide details):
13.	Other than a formal policy and/or formal strategy, do you have any support mechanisms in place to support employees who are experiencing family or domestic violence?
	Employee assistance program (including access to a psychologist, chaplain or counsellor)  Training of key personnel
	A domestic violence clause is in an enterprise agreement or workplace agreement
	<ul> <li>☑ Workplace safety planning</li> <li>☐ Access to paid domestic violence leave (contained in an enterprise/workplace agreement)</li> </ul>
	Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)
	<ul> <li>☒ Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)</li> <li>☒ Access to unpaid leave</li> </ul>
	□ Access to dripald leave     □ Confidentiality of matters disclosed
	Referral of employees to appropriate domestic violence support services for expert advice
	☐ Provision of financial support (e.g. advance bonus payment or advanced pay)
	☐ Offer change of office location
	<ul><li>☑ Emergency accommodation assistance</li><li>☐ Access to medical services (e.g. doctor or nurse)</li></ul>
	☐ Other (provide details):
	Bega engages the services of an Employee Assistance Program provider to support employees with professional mental and physical abuse assistance. This is available 24/7. Bega has implemented a "Workplace Safety Plan" so that appropriate steps can be taken to keep employees safe at work if they are a victim of Domestic Violence.
	Through a charity event run by Bega, the Company has donated over \$175,000 to support regional domestic violence support services to provide better care for people in one of the communities Bega operates in. This has provided the opportunity to extend services and safety devices for those impacted by domestic violence. Bega
	has partnered with VincentCare in Victoria to support this cause. Bega is a strong supporter of domestic violence
	awareness across all sites. Bega pays employees up to 10 days paid leave where affected by domestic violence.
	<ul> <li>No (you may specify why no other support mechanisms are in place)</li> <li>□ Currently under development, please enter date this is due to be completed</li> </ul>
	☐ Insufficient resources/expertise
	☐ Not aware of the need
	☐ Not a priority ☐ Other (provide details):
14.	Where any of the following options are available in your workplace, are those option/s available to both women
	AND men?
	<ul> <li>flexible hours of work</li> <li>compressed working weeks</li> </ul>
	time-in-lieu
	• telecommuting
	<ul> <li>part-time work</li> <li>job sharing</li> </ul>
	• carer's leave







•	purchased	leave
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Options may be offered both formally and/or informally.

For example, if time-in-lieu is available to women formally but to men informally, you would select NO.

	he option	n/s in place	are availab	le to both	women	and	men
☐ No, so	ome/all o	ptions are r	not available	e to both v	vomen A	AND	men

#### 14.1 Which options from the list below are available? Please tick the related checkboxes.

Unticked checkboxes mean this option is NOT available to your employees.

	Man	Managers		anagers
	Formal	Informal	Formal	Informal
Flexible hours of work	$\boxtimes$	$\boxtimes$	$\boxtimes$	$\boxtimes$
Compressed working weeks				
Time-in-lieu			$\boxtimes$	$\boxtimes$
Telecommuting	$\boxtimes$	$\boxtimes$	$\boxtimes$	$\boxtimes$
Part-time work				
Job sharing		$\boxtimes$	$\boxtimes$	$\boxtimes$
Carer's leave				$\boxtimes$
Purchased leave				
Unpaid leave	$\boxtimes$	$\boxtimes$		

14.3	You may specify why any of the above options are NOT available to your employees.

☐ Currently under development, please enter date this is due to be completed
☐ Insufficient resources/expertise
☐ Not a priority
Other (provide details):

Flexibility is provided to allow salaried employees to spread their hours as they please across the working week to get their work completed and there is an expectation of additional hours needed to be worked from time to time.

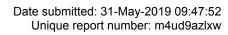
14.4 If your organisation would like to provide additional information relating to gender equality indicator 4, please do so below:

Bega is presently on a journey to make the workplace more flexible. Working from home 1 day a week is becoming more and more popular and available. Within manufacturing, the opportunity to make rosters more flexible and the opportunity to job share is being explored.

## Gender equality indicator 5: Consultation with employees on issues concerning gender equality in the workplace

This gender equality indicator seeks information on what consultation occurs between employers and employees on issues concerning gender equality in the workplace.

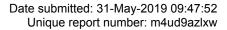
15.	Have you consulted with employees on issues concerning gender equality in your workplace?
	<ul> <li>Yes</li> <li>No (you may specify why you have not consulted with employees on gender equality)</li> <li>Not needed (provide details why):</li> <li>Insufficient resources/expertise</li> <li>Not a priority</li> <li>Other (provide details):</li> </ul>







	15.1	How did you consult with employees on issues concerning gender equality in your workplace?
		☐ Survey ☐ Consultative committee or group ☐ Focus groups ☐ Exit interviews
		Performance discussions
		Other (provide details): Discussions have taken place within the HR function to discuss the direction of gender equity across talent identification, succession planning, recruitment strategies and remuneration alignment. Discussions have commenced with the Executive team on these matters. Bega is very aware of it's gender equity in the workplace and working on a number of initiatives to address concerns.
	15.2	Who did you consult?
		☐ All staff
		☐ Women only ☐ Men only
		☐ Human resources managers ☐ Management
		☐ Employee representative group(s)
		☐ Diversity committee or equivalent ☐ Women and men who have resigned while on parental leave
		Other (provide details):
	15.3	If your organisation would like to provide additional information relating to gender equality indicator 5, please do so below.
Ger	nder	equality indicator 6: Sex-based harassment and discrimination
partici	pation.	n of sex-based harassment and discrimination (SBH) has been identified as important in improving workplace Set by the Minister, this gender equality indicator seeks information on the existence of a SBH policy and/or strategy raining of managers on SBH is in place.
16.	Do yo	u have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?
	⊠ Ye	s (select all applicable answers)  Policy
		☐ Strategy
	∐ No	(you may specify why no formal policy or formal strategy is in place)  Currently under development, please enter date this is due to be completed  Insufficient resources/expertise
		☐ Included in award/industrial or workplace agreement
		☐ Not a priority ☐ Other (provide details):
	16.1	Do you include a grievance process in any sex-based harassment and discrimination prevention formal
		policy and/or formal strategy?
		<ul> <li>✓ Yes</li> <li>☐ No (you may specify why a grievance process is not included)</li> <li>☐ Currently under development, please enter date this is due to be completed</li> <li>☐ Insufficient resources/expertise</li> <li>☐ Not a priority</li> </ul>
		☐ Other (provide details):







7.	Do yo	o you provide training for all managers on sex-based harassment and discrimination prevention?			
	⊠ Ye	s - please indicate how often this training is provided:  At induction  At least annually  Every one-to-two years  Every three years or more  Varies across business units  Other (provide details):			
	□No	(you may specify why this training is not provided)  ☐ Currently under development, please enter date this is due to be completed ☐ Insufficient resources/expertise ☐ Not a priority ☐ Other (provide details):			
	17.1	If your organisation would like to provide additional information relating to gender equality indicator 6, please do so below:			
		Bega runs both online and face to face training programs on sex-based harassment and discrimination. During the year Bega has treated any breaches of this policy very seriously. A large campaign was conducted during the reporting period to ensure all salaried employees completed three related e-learning modules.			

#### Other

18. If your organisation has introduced any outstanding initiatives that have resulted in improved gender equality in your workplace, please tell us about them.

(As with all questions in this questionnaire, information you provide here will appear in your public report.)





#### Gender composition proportions in your workplace

#### Important notes:

- 1. Proportions are based on the data contained in your workplace profile and reporting questionnaire.
- Some proportion calculations will not display until you press **Submit** at step 6 on the reporting page in the portal. When your CEO signs off the report prior to it being submitted, it is on the basis that the proportions will only reflect the data contained in the report.
- 3. If any changes are made to your report after it has been submitted, the proportions calculations will be refreshed and reflect the changes after you have pressed **Re-submit** at step 6 on the reporting page.

#### Based upon your workplace profile and reporting questionnaire responses:

#### Gender composition of workforce

1. the gender composition of your workforce overall is 29.4% females and 70.6% males.

#### **Promotions**

- 2. 34.5% of employees awarded promotions were women and 65.5% were men
  - i. 40.0% of all manager promotions were awarded to women
  - i. 33.3% of all non-manager promotions were awarded to women.
- 3. 9.3% of your workforce was part-time and 5.9% of promotions were awarded to part-time employees.

#### Resignations

- 4. 31.4% of employees who resigned were women and 68.6% were men
  - i. 29.2% of all managers who resigned were women
  - ii. 31.6% of all non-managers who resigned were women.
- 9.3% of your workforce was part-time and 10.8% of resignations were part-time employees.

#### Employees who ceased employment before returning to work from parental leave

- i. 0.0% of all women who utilised parental leave ceased employment before returning to work
- ii. 0.0% of all men who utilised parental leave ceased employment before returning to work
- iii. N/A managers who utilised parental leave and ceased employment before returning to work were women
- iv. N/A non-managers who utilised parental leave and ceased employment before returning to work were women.

#### Notification and access

# List of employee organisations: National Union of Workers Electrical Trades Union Australian Manufacturing Workers Union Australian Workers Union The Australasian Meat Industry Employees Union, New South Wales Communications, Electrical, Electronic, Energy, Information, Postal, Plumbing and Allied Services Union of Australia (CEPU)

## CEO sign off confirmation

Name of CEO or equivalent:	Confirmation CEO has signed the report:			
Paul van Heerwaarden				
CEO signature:	Date:			

