

# 2019-21 WGEA EOCGE citation holder criteria updates

## New requirements in 2020

### *Requirements implemented in 2020*

- 2. Developing a gender balanced workforce
  - Q 6 - Your organisation must set numerical targets with timeframes to improve the representation of women in any non-manager occupational category where their representation is less than 40%.
  - Q 7 - Your organisation must set numerical targets with timeframes to improve the representation of men in any non-manager occupational category where their representation is less than 40%.
- 5. Mainstreaming flexible working
  - Q 3 – Training provided to all people managers, on how to manage flexible working, must include addressing gender stereotypes that prevent men from requesting flexible working arrangements.
- 7. Driving change beyond your workplace
  - Q 2 – Organisations must have procurement guidelines that encourage gender equality across your supply chain.

## New requirements in 2021

### *Requirements to be implemented before 30 September 2021*

- 1. Leadership, strategy and accountability
  - Q 2 - Training for people managers on how to deal with potential fears and concerns about gender equality objectives/policies (e.g. resistance to gender equality initiatives) will also be required.
- 4. Support for caring
  - Q 1 – Provisions for elder care and disability care will need to be included in your organisation's formal policy AND formal strategy to support its workforce (and Partners in Partnership structures) who have family and caring responsibilities.
  - Q 3 – Three weeks of paid parental leave will be required to be offered to secondary carers.
  - Q 4 – There must be no eligibility period to access employer-funded paid parental leave (both primary and secondary carers leave).
- 5. Mainstreaming flexible working
  - Q 7 – Your organisation must set targets with timeframes to increase the proportion of men (managers and non-managers) who have a formal flexible working arrangement in place. Details of the targets, as well as the target date will need to be provided.



# Annual requirements

## Focus area & criteria

### **1. Leadership, strategy and accountability**

- Q 5 – Your organisation must evaluate its progress against your gender equality strategy every year at a minimum by tracking metrics listed in areas prescribed in criteria, and reporting progress to the following groups: all workforce; key management personnel and governing body/board.
- Q 8 - The CEO/head of business of your organisation must be a visible champion of gender equality by communicating with all employees on the following at least every 12 months:
  - the organisation's business case for improving gender equality
  - a commitment to zero tolerance of gender-based harassment and discrimination, sexual harassment and bullying
  - the organisation's overall gender equality strategy, priorities and progress
  - the organisation's commitment to gender pay equity.

### **2. Developing a gender balanced workforce**

- Q 3 – Each year, organisations must provide Formal leadership development programs to women and men and track how many (full-time and part-time) have participated in these programs.

### **3. Gender pay equity**

- Q 2 – Your organisation must undertake a gender pay gap analysis of ALL its workforce each year on all areas listed below to a) ensure that women and men receive equal pay for work of equal or comparable value (like-for-like pay gaps) and b) to determine if you have a gender pay gap (overall, organisation-wide pay gap).
  - Base salary
  - Total remuneration, including allowances, bonuses, performance payments, discretionary pay, overtime and superannuation
  - Performance pay
  - Starting salaries
  - Annual salary increases
  - Salaries on promotion
- Q 3 – Your organisation must meet its legal requirement and eliminate all salary differences between women and men who are performing the same work, or work of a comparable value (like-for-like roles), for base AND total remuneration.
- Q 4 - Women and men on primary carer's leave (paid and unpaid) must be included in your organisation's annual reviews of salaries and annual bonus payments.
- Q 5 - Your organisation must analyse and compare the results of performance reviews by gender.

### **4. Support for caring**

- Q 6 – Your organisation must track the following metrics relating to paid parental leave annually:
  - utilisation by women and men (manager and non-manager)
  - return to work of women and men following parental leave
  - promotions during parental leave
  - voluntary and involuntary departures (including dismissals and redundancies) within 12 months of return from parental leave.

### **7. Driving change beyond your workplace**

- Q 1 - In the last 12 months your CEO/head of business, or a member of your governing body, must have made at least one external statement regarding their commitment to gender equality overall (each year for subsequent applications).
- Q 3 - Each year, your CEO/head of business must be actively involved in at least one external event focused on gender equality. Examples could include participating in a CEO roundtable; external speaking event; speaking at a conference or forum; participating on a panel.

## Biennial requirements

### **1. Leadership, strategy and accountability**

- Q 3 – Organisations are required to show progress (over the previous two-year period) against its measurable gender equality objectives contained in your 2019-21 application. If objectives were not met, you have an opportunity to explain why.

### **2. Developing a gender balanced workforce**

- Q 4 – Organisations must show progress (over the previous two-year period) against the gender targets set in your 2019-21 application for any manager category where the representation of women was less than 40%. If targets were not met, you have an opportunity to explain why.
- Q 8 – Organisations must show progress against gender targets set in your 2019 application (over the two-year period) for your governing body and other governing bodies, where you have control over their appointments. If targets were not met, you have an opportunity to explain why.

### **3. Gender pay equity**

- Q 3 – Organisations must show progress (over the previous two-year period) against the target set in their 2019-21 application to reduce its gender pay gap (overall, organisation wide gap).

### **6. Preventing gender-based harassment and discrimination, sexual harassment and bullying**

- Q 2 – Training for all employees (including Partners in Partnership structures) on the prevention of gender-based harassment and discrimination, sexual harassment and bullying must be provided at least every two years.
  - For 2021-23 applications organisations need to ensure this training has been conducted between 1 October 2019 and prior to 30 September 2021.

### **Lived experience check**

- 3 - Employee survey – organisations must consult with all employees, including casuals and Partners in Partnership structures on gender equality via an anonymous survey at least every two years and report those results in their EOCGE application.
  - For 2021-23 EOCGE applicants, your organisation will need to have conducted an EOCGE employee survey between 1 October 2019 and prior to 30 September 2021, using the current WGEA EOCGE survey questions below. Or sought approval from WGEA, prior to conducting the survey, for comparable alternatives to the WGEA EOCGE survey questions below:
    - ✓ Q 1 “My immediate supervisor/manager genuinely supports equality between genders”
    - ✓ Q 2 “I have the flexibility I need to manage work and other commitments.”
    - ✓ Q 3 “In my organisation gender-based harassment and sexual harassment is not tolerated.”