



Date Created: 29-05-2023



**Australian Government**



**Workplace  
Gender Equality  
Agency**



# 2022 - 23 Gender Equality Reporting

## Submitted By:

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# #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

Strategy

**Retention:** Yes

Strategy

**Performance management processes:** Yes

Policy

**Promotions:** Yes.

Strategy

**Talent identification/identification of high potentials:** YesStrategy

**Succession planning:** No

**Training and development:** Yes

Strategy

**Key performance indicators for managers relating to gender equality:** YesPolicy

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

YesPolicy

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

Recently increased parental leave offering to attract and retain high potential employee in long term careers at Whitehaven Coal. Also introduced Recruitment policy to increase number of female candidates for male dominated roles and Executive positions.

## Governing Bodies

**Organisation:** Whitehaven Coal Limited

**1.Name of the governing body:** Board of Directors

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

Chair
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	Female (F)	Male (M)	Non-Binary
	0	1	0
<b>Member</b>			
	Female (F)	Male (M)	Non-Binary
	4	2	0

**4. Formal section policy and/or strategy:** Yes

Selected value: Policy

**6. Target set to increase the representation of women:** Yes

6.1 Percentage (%) of target: 20

6.2 Year of target to be reached: 2027-06-30

Selected value:

**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

**Organisation:** Maules Creek Coal Pty Ltd

**1. Name of the governing body:** Maules Creek Directors

**2. Type of the governing body:** Board of Directors

**3. Specified governing body type:**

**Number of governing body chair and member by gender:**

Chair	Female (F)	Male (M)	Non-Binary
	0	1	0
<b>Member</b>			
	Female (F)	Male (M)	Non-Binary
	0	1	0

**4. Formal section policy and/or strategy:** Yes

Selected value: Policy

**6. Target set to increase the representation of women: Yes**

**6.1 Percentage (%) of target: 20**

**6.2 Year of target to be reached: 2027-06-30**

**Selected value:**

**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:**

**Organisation:** Whitehaven Coal Mining Limited

**1.Name of the governing body:** Whitehaven Mining Directors

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

<b>Chair</b>	<b>Female (F)</b> 0	<b>Male (M)</b> 1	<b>Non-Binary</b> 0
<b>Member</b>	<b>Female (F)</b> 1	<b>Male (M)</b> 2	<b>Non-Binary</b> 0

**4.Formal section policy and/or strategy:** No

**Selected value:** Not a priority

**6. Target set to increase the representation of women: Yes**

**6.1 Percentage (%) of target: 20**

**6.2 Year of target to be reached: 2027-06-30**

**Selected value:**

**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:

**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

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 be transparent about pay scales and/or salary bands; To ensure managers are held accountable for pay equity outcomes; To implement and/or maintain a transparent and rigorous performance assessment process

**2. What was the snapshot date used for your Workplace Profile?**

2023-03-31

**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

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**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; Analysed performance pay to ensure there is no gender bias (including unconscious bias); Reported pay equity metrics (including gender pay gaps) to the executive

**1.3 What type of gender remuneration gap analysis has been undertaken?**

**3. If your organisation would like to provide additional information relating to employer action on pay equity in your workplace, please do so below.**

Gender pay comparisons remain a key focus during the annual remuneration review.

## Employee Consultation

**1. Have you consulted with employees on issues concerning gender equality in your workplace during the reporting period?**

Yes

**1.1 How did you consult employees?**

Survey

**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

Strategy

**3. On what date did your organisation share your last year's public reports with employees and shareholders?**

Employees:

Shareholder:

**4. Have you shared previous Executive Summary and IndustryBenchmark reports with the governing body?**

Yes

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?

No

Currently under development

**Estimated Completion Date:** 2024-06-30

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 Formal options are available

**Compressed working weeks:** Yes

SAME options for women and men Formal options are available

**Flexible hours of work:** Yes

SAME options for women and men Formal options are available

**Job sharing:** Yes

SAME options for women and men

Formal options are available

**Part-time work:** Yes

SAME options for women and men Formal options are available

**Purchased leave:** No

**Remote working/working from home:** Yes

SAME options for women and men

**Time-in-lieu:** Yes

SAME options for women and men

Informal options are available

**Unpaid leave:** Yes

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

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. **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
2. **Do you offer any of the following support mechanisms for employees with family or caring responsibilities?**
  - 2.1. **Employer subsidised childcare**  
No  
Not a priority
  - 2.2. **Return to work bonus (only select if this bonus is not the balance of paid parental leave)**  
No  
Other  
**Other:**
  - 2.3. **Breastfeeding facilities**  
Yes

Available at SOME worksites

**2.4. Childcare referral services**

No

Currently under development

**Estimated Completion Date:**

**2.5. Coaching for employees on returning to work from parental leave**

No

Insufficient resources/expertise

**2.6. Targeted communication mechanisms (e.g. intranet/forums)**

No

Currently under development

**Estimated Completion Date:**

**2.7. Internal support networks for parents**

No

Insufficient resources/expertise

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

No

**2.9. Parenting workshops targeting fathers**

No

Insufficient resources/expertise

**2.10. Parenting workshops targeting mothers**

No

Insufficient resources/expertise

**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**

No

**2.14. Other details: Yes**

Available at ALL worksites

**Provide Details:** Information pack and support for leaders with new parent team members

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 ground of sex or discrimination to the following groups?

All Non-Managers

Yes

Voluntary question: All Non-Managers

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

Other

**Provide Details:** case by case basis

**Provision of financial support (e.g. advance bonus payment or advanced pay)**

No

Other

**Provide Details:** case by case basis

**Flexible working arrangements**

Yes

**Offer change of office location**

Yes

**Access to medical services (e.g. doctor or nurse)**

Yes

**Training of key personnel**

No

**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?**

No

**Number of Days:**

10

**Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)**

Yes

**Is the leave period unlimited?**

No

**Number of days:**

10

**Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)**

Yes

**Is the leave period unlimited?**

No

**Number of Days:**

**Access to unpaid leave**

Yes

**Is the leave period unlimited?**



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Yes

**Provide Details: No**

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

# Workplace Profile Table

Industry: Coal Mining

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	18	119	0	0	137
	Full-time contract	0	2	0	0	2
	Part-time permanent	1	0	0	0	1
Professionals	Full-time permanent	40	43	5	2	90
	Full-time contract	2	1	0	1	4
	Part-time permanent	2	0	0	0	2
	Part-time contract	1	0	0	0	1
Technicians And Trades Workers	Full-time permanent	15	312	2	15	344
	Full-time contract	1	1	0	2	4
Clerical And Administrative Workers	Full-time permanent	35	5	0	0	40
	Full-time contract	0	1	0	0	1
	Part-time permanent	6	0	0	0	6
	Part-time contract	1	0	0	0	1
Machinery Operators And Drivers	Full-time permanent	70	514	0	0	584

\* Categorized 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: Coal Mining

Manager category	Employment status	No. of employees		
		F	M	Total*
CEO	Full-time permanent	0	1	1
KMP	Full-time permanent	0	2	2
GM	Full-time permanent	3	20	23
SM	Full-time permanent	6	6	12
	Full-time contract	0	1	1
OM	Full-time permanent	9	90	99
	Full-time contract	0	1	1
	Part-time permanent	1	0	1

\* Total employees includes Non-binary



# Workforce Management Statistics Table

Industry: Coal Mining

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	Managers	4	25	29
			Non-managers	16	24	40
		Fixed-Term Contract	Non-managers	1		1
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	Managers	2	8	10
			Non-managers	6	14	20
		Fixed-Term Contract	Managers		1	1
			Non-managers		2	2
	Part-time	Permanent	Non-managers	1		1
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	Managers	5	18	23
			Non-managers	58	136	194
		Fixed-Term Contract	Managers		2	2
			Non-managers	8	5	13
	Part-time	Permanent	Non-managers	3	1	4
		Fixed-Term Contract	Non-managers	1		1

\* Total employees includes Non-binary

# Workforce Management Statistics Table

Industry: Coal Mining

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	Managers		14	14
			Non-managers	35	152	187
		Fixed-Term Contract	Managers		1	1
	Part-time	Permanent	Non-managers	4	1	5
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers	4	1	5
			Non-managers	14		14
	Part-time	Permanent	Managers	1		1
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	Managers		6	6
			Non-managers		58	58

\* Total employees includes Non-binary