



2013-14 public report form submitted by IMB Limited to the Workplace Gender Equality Agency

Organisation and contact details

| Legal name ABN | IMB Limited 92087651974 6222 Building Society Operation |
|---|--|
| Trading name/s ASX code (if | 6222 Building Society Operation |
| Postal address | PO Box 2077 WOLLONGONG NSW 2500 AUSTRALIA |
| Organisation phone number | 0242980451 |
| Number of employees covered in this report submission Other organisations reported on in this | 524 |
| | ABN ANZSIC Trading name/s ASX code (if relevant) Postal address Organisation phone number Number of employees covered in this report submission Other organisations |



Date submitted: Unique report number: txhnmgiabs Report User: Kathryn Westall

Workplace profile Manager

| F M Total employees | Manager occupational categories | Reporting level to CEO | Employment status | 100 | No. of employees |
|---------------------|--|--|-------------------|----------|-------------------|
| | The second secon | the state of the s | | L | M Total employees |

Date submitted: Unique report number: xchnmgiabs Report User: Kathryn Westall





Date submitted: Unique report number: txhnmgiabs Report User: Kathryn Westall

Non-manager

| Non-manager occupational categories | Employment status | No. of employees (excluding graduates and apprentices) | ling graduates and es) | No. of gra appli | No. of graduates (if applicable) | No. of apprentices (if applicable) | entices (if able) | Total employees |
|-------------------------------------|------------------------|--|------------------------|---------------------|----------------------------------|------------------------------------|----------------------|---|
| | | _ | W | Ľ | ∑ | Н | Σ | |
| Professionals | Full-time permanent | 43 | 62 | 0 | 0 | 0 | 0 | 105 |
| | Full-time contract | 0 | - | 0 | 0 | 0 | 0 | - S - S - S - S - S - S - S - S - S - S |
| | Part-time permanent | 24 | - | 0 | 0 | 0 | 0 | 25 |
| | Part-time contract | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Casual | 5 | 8 | 0 | 0 | 0 | 0 | 00 |
| Technicians and trade | Full-time permanent | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Full-time contract | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 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 |
| Community and personal service | Full-time permanent | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Full-time contract | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | 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 |
| Clerical and administrative | Full-time permanent | 38 | Ø | 0 | 0 | 0 | 0 | 47 |
| | Full-time contract | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Part-time permanent | 18 | 0 | 0 | 0 | 0 | 0 | 18 |
| | Part-time contract | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Casual | 4 | 0 | 0 | 0 | 0 | 0 | 4 |
| Sales | Full-time permanent | 5/ | 15 | 0 | 0 | 0 | 0 | 06 |
| | Full-time contract | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| | Part-time | 106 | 9 | 0 | 0 | 0 | 0 | 109 |





Date submitted: Unique report number: xknmgiabs Report User: Kathryn Westall

| Total | | 0 | 35 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
|--|---|-----------------------|--------|---------------------------------|--------------------|------------------------|-----------------------|--------|------------------------|--------------------|------------------------|-----------------------|--------|------------------------|--------------------|------------------------|-----------|--------|------|
| No. of apprentices (if applicable) | ¥ | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| No. of app | 4 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | c | |
| duates (if able) | Σ | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | c | |
| No. of graduates (if applicable) | F | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | c | |
| ling graduates and es) | × | 0 | 5 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | C | |
| No. of employees (excluding graduates and apprentices) | F | 0 | 30 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | | |
| Employment status | | Part-time contract | Casual | Full-time permanent | Full-time contract | Part-time permanent | Part-time contract | Casual | Full-time permanent | Full-time contract | Part-time permanent | Part-time contract | Casual | Full-time permanent | Full-time contract | Part-time permanent | Part-time | Casual | 2000 |
| Non-manager occupational categories | | | | Machinery operators and drivers | | | | | Labourers | | | | | Others | | | | | |







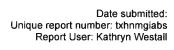
1.5

Reporting questionnaire

Gender equality indicator 1: Gender composition of workforce

| 1 SUPP | Do you have formal policies or formal strategies in place that SPECIFICALLY DRT GENDER EQUALITY in relation to: |
|-----------------------|--|
| 1.1 ⊠ Yes | Recruitment? |
| □ No | Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy |
| No, No, No, | currently under development insufficient human resources staff don't have expertise not a priority |
| 1.2 ⊠ Yes | Retention? |
| | ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☑ Strategy is contained within another strategy |
| ☐ No, ☐ No, | currently under development insufficient human resources staff don't have expertise not a priority |
| 1.3 ⊠ Yes | Performance management processes? |
| ∏No | Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy |
| ☐ No, | currently under development insufficient human resources staff |
| ☐ No, | don't have expertise not a priority |
| 1.4 ⊠ Yes | Promotions? |
| <u> </u> | ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy |
| □ No | currently under development |
| ☐ No, ☐ No, | insufficient human resources staff don't have expertise not a priority |

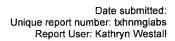
Talent identification/identification of high potentials?







| ∐ Ye | S |
|----------------------|--|
| | ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy |
| No No | , currently under development , insufficient human resources staff , don't have expertise , not a priority |
| 1.6 ⊠ Ye: | Succession planning? |
| □ No | Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy |
| ☐ No ☐ No ☐ No | currently under development insufficient human resources staff don't have expertise not a priority |
| 1.7 ⊠ Yes | Training and development? |
| | ☑ Standalone policy ☐ Policy is contained within another policy ☑ Standalone strategy |
| □ No | Strategy is contained within another strategy |
| ☐ No, | currently under development insufficient human resources staff don't have expertise not a priority |
| 1.8 ⊠ Yes | Resignations? |
| <u> </u> | Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy |
| No, No, | currently under development insufficient human resources staff don't have expertise not a priority |
| 1.9 □ Yes | Key performance indicators for managers relating to gender equality? |
| □ Tes | ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy |
| No, No, No, | currently under development insufficient human resources staff don't have expertise not a priority |
| 1 10 | Gender equality overall? |







| ⊠ Yes |
|---|
| Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another strategy |
| No No, currently under development No, insufficient human resources staff No, don't have expertise No, not a priority |
| 1.11 You may provide details of other formal policies or formal strategies that specifically support gender equality that may be in place: We have a diversity policy in place that supports gender equality, all IMB HR policies and people strategies are merit based and support Gender Equality (treating everyone equally). |
| Gender equality indicator 2: Gender composition of governing bodies |
| Does your organisation, or any organisation you are reporting on, have a governing body/board? (If you answered no, you will only be required to answer question 2.4, if applicable) ☐ Yes ☐ No |
| 2.1 Please complete the table below. List the names of organisations on whose governing bodies/boards you are reporting. For each organisation, also indicate the gender |

2.1 Please complete the table below. List the names of organisations on whose governing bodies/boards you are reporting. For each organisation, also indicate the gender composition of that governing body/board; and where in place, include what gender composition target has been set and the year the target is to be reached. IMPORTANT NOTE: where an organisation name has been entered in the table, you must enter the gender composition numbers of that governing body/board. If no target has been set for that particular governing body/board, please enter the number 0 in the '% Target' column and leave the 'Year to be reached' column blank. Otherwise, please enter a number from 0-100 in the '% Target' column and a future date in the format of YYYY in the 'Year to be reached' column.

| | Organisation name | Chair | person | | ard nbers | % Target | Year to be reached |
|---|-------------------|-------|--------|-------|--------------|-------------|--------------------|
| | | F | M | TO BE | M | | |
| 1 | IMB Ltd | | 1 | 1 | 5 | 28 | |
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| 2.2 For any governing bodies/boards where gender composition targets have not been set, you may specify why below: Governing body has gender balance (e.g 40% women/40% men/20% either) Currently under development Insufficient human resources staff Don't have expertise Don't have control over board appointments (provide details why): |
|--|
| Not a priority ✓ Other (provide details): this target and year to be achieved is the Boards aspirational goal |
| 2.3 Do you have a formal selection policy or formal selection strategy for governing body/board members for ALL organisations covered in this report? ☐ Yes ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy |
| Strategy is contained within another strategy No No, in place for some governing bodies No, currently under development No, insufficient human resources staff No, do not have control over board appointments (provide details why): |
| No, don't have expertiseNo, not a priorityNo, other (provide details): |

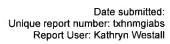




2.4 If your organisation, or any organisation you are reporting on, is a partnership please enter the total number of male and female EQUITY PARTNERS in the following table (if your managing partner is also an equity partner enter those details separately in the relevant row below). If you have a separate governing body/board of directors, please enter its composition in 2.1

| - M |
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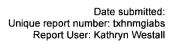
| Gender equality indicator 3: Equal remuneration between women and men |
|---|
| Do you have a formal policy or strategy on remuneration generally? ✓ Yes |
| ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☒ Strategy is contained within another strategy |
| No No, currently under development No, insufficient human resources staff No, included in workplace agreement No, don't have expertise |
| No, salaries set by awards or industrial agreements No non-award employees paid market rate No, not a priority |
| No, other (provide details): |
| 3.1 Are specific gender pay equity objectives included in your formal policy or formal strategy? ☐ Yes ☐ No |
| No, currently under developmentNo, insufficient human resources staff |
| No, don't have expertise No, salaries set by awards or industrial agreements No, non-award employees paid market rate No, not a priority No, other (provide details): |
| |
| Has a gender remuneration gap analysis been undertaken? ✓ Yes - please indicate when this analysis was most recently undetaken ✓ Within last 12 months ✓ Within last 1-2 years |
| ☐ More than 2 years ago but less than 4 years ago ☐ Other (provide details): |
| □ No □ No, currently under development |
| No, insufficient human resources staffNo, don't have expertise |
| No, salaries set by awards or industrial agreements No, non-award employees paid market rate |
| No, not a priorityNo, other (provide details): |







| 4.1 Were any actions taken as a result of your gender remuneration gap analysis? Yes - please indicate what actions were taken: ☐ Identified cause/s of the gaps ☐ Created an action plan to address causes ☐ Reviewed remuneration decision-making processes ☐ Reviewed individual remuneration outcomes ☐ Conducted a gender-based job evaluation process ☐ Implemented other changes (provide details): |
|---|
| No No gaps identified No, currently under development No, insufficient human resources staff No, don't have expertise No, salaries set by awards or industrial agreements No, non-award employees paid market rate No, unable to address cause/s of gaps (provide details why): |
| ☐ No, not a priority ☐ No, other (provide details): |
| Gender equality indicator 4: Availability and utility of employment terms, conditions and practices relating to flexible working arrangements for employess and to working arrangements supporting employees with family or caring responsibilities 5 Do you provide employer funded paid parental leave for PRIMARY CARERS, in addition to any government funded parental leave scheme for primary carers? Yes No No, currently being considered No, insufficient human resources staff No, government scheme is sufficient No, don't know how to implement |
| ☐ No, not a priority ☐ No, other (provide details): |
| Do you provide employer funded parental leave for SECONDARY CARERS, in addition to any government funded parental leave scheme for secondary carers? Yes, one week or greater Yes, less than one week No |
| No, currently being considered No, insufficient human resources staff No, government scheme is sufficient No, don't know how to implement No, not a priority No, other (provide details) |
| How many female and male managers, and female and male non-managers, have utilised parental leave (paid and/or unpaid) during the last reporting period? |
| Primary cerer's leave Secondary carer's leave Female Male Female Male |



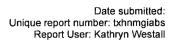




| Managers | 1 | | |
|--------------|----|--|---|
| Non-managers | 11 | | 1 |

8 What proportion of your total workforce has access to employer funded paid parental leave?

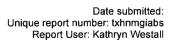
| 24 | Primary carer's leave | Secondary carer | s leave |
|---------------------------------|---|------------------------------|--------------------|
| % | 0 | 0 | |
| 9 ⊠ Yes | Do you have a formal policy or formal s ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy | | arrangements? |
| No, No, No, No, No, | Strategy is contained within another currently under development insufficient human resources staff included in workplace agreement don't have expertise don't offer flexible arrangements not a priority | strategy | |
| 10 | other (provide details): Do you have a formal policy or formal s esponsibilities? | strategy to support employee | es with family and |
| □ No | Standalone policy Policy is contained within another policy Standalone strategy Strategy is contained within another | - | 9 |
| ☐ No, i ☐ No, i ☐ No, i ☐ No, i | insufficient human resources staff included in workplace agreement don't have expertise not a priority other (provide details): | | |
| ⊠ Yes □ No | Do you have any non-leave based mea esponsibilities? | sures to support employees | with family and |
| ☐ No, i ☐ No, c ☐ No, r | currently under development nsufficient human resources staff don't have expertise not a priority other (provide details): | | |
| | To understand where these measures a to your head office? | are available, do you have o | ther worksites in |







| 11.2 Please indicate what measures are in place and in which worksites they are available |
|---|
| (if you do not have multiple worksites, you would select 'Head office only'): |
| |
| Employer subsidised childcare |
| Head office only |
| Other worksites only |
| Head office and some other worksites |
| ☐ All worksites including head office |
| On-site childcare |
| ☐ Head office only |
| ☐ Other worksites only |
| Head office and some other worksites |
| All worksites including head office |
| ⊠ Breastfeeding facilities |
| Head office only |
| Other worksites only |
| Head office and some other worksites |
| |
| ✓ All worksites including head office ✓ Childcare referral services |
| _ |
| Head office only |
| Other worksites only |
| Head office and some other worksites |
| All worksites including head office |
| ☐ Internal support network for parents |
| ☐ Head office only |
| Other worksites only |
| Head office and some other worksites |
| All worksites including head office |
| Return to work bonus |
| Head office only |
| Other worksites only |
| Head office and some other worksites |
| All worksites including head office |
| ☐ 7 in Worksites installing need offices ☐ Information packs to support new parents and/or those with elder care responsibilities |
| Head office only |
| |
| Other worksites only |
| ☐ Head office and some other worksites |
| ☐ All worksites including head office |
| Referral services to support employees with family and/or caring responsibilities |
| Head office only |
| Other worksites only |
| Head office and some other worksites |
| All worksites including head office |
| ☐ Targeted communication mechanisms, for example intranet/forums |
| ☐ Head office only |
| Other worksites only |
| Head office and some other worksites |
| All worksites including head office |
| ☐ None of the above, please complete question 11.3 below |
| _ Note of the above, please complete quotion 1110 perch |
| 12 Do you have a formal policy or formal strategy to support employees who are |
| experiencing family or domestic violence? |
| |
| Yes Standalana naliaw |
| Standalone policy |
| Policy is contained within another policy |
| Standalone strategy |
| Strategy is contained within another strategy |
| No No No No No No No N |
| No, currently under development |
| ☐ No, insufficient human resources staff |
| □ No, included in workplace agreement |







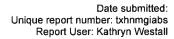
| No, not aware No, don't have No, not a prior No, other (pro | e expertise ity |) | | | | | | a |
|--|--|---|------------------------------|-------------|-------------|---|-------------|-------------|
| Other than a policy or strategy, do you have any measures to support employees who are experiencing family or domestic violence? Yes - please indicate the type of measures in place: Employee assistance program Access to leave Training of human resources (or other) staff Other (provide details): | | | | | | | | |
| No No, currently under development No, insufficient human resources staff No, not aware of the need No, don't have expertise No, not a priority No, other (provide details): Please tick the checkboxes in the table below to indicate which employment terms, | | | | | | | | |
| conditions or practindicates that a pa | | nployment | | | | in place): | magers | |
| | | nale | M | ale | | nale | M | ale |
| Flexible hours | Formal | Informal | Formal | Informal | Formal | Informal | Formal | Informal |
| of work | | | | | | | | |
| Compressed working weeks | | | | | | | | |
| Time-in-lieu | \boxtimes | \boxtimes | \boxtimes | \boxtimes | × | \boxtimes | \boxtimes | \boxtimes |
| Telecommuting | | | | \boxtimes | | \boxtimes | | |
| Part-time work | | | \boxtimes | | \boxtimes | | | |
| Job sharing | | | | | | | | |
| Carer's leave | | \boxtimes | ☒ | | \boxtimes | \boxtimes | | |
| Purchased leave | \boxtimes | | \boxtimes | | \boxtimes | | \boxtimes | |
| Unpaid leave | \boxtimes | | \boxtimes | | | | \boxtimes | |
| your employees, y | you may p nployment y of the ca er develop man resou | rovide deta terms, con tegories lis ment | ils of those ditions or p | below: | e not avai | es that are a lable to you below? | |) |







| Other (provide details): have trialled various job shares in past with limited success |
|--|
| Gender equality indicator 5: Consultation with employees on issues concerning gender equality in the workplace |
| Have you consulted with employees on issues concerning gender equality in your workplace? ☐ Yes ☐ No ☐ No, not needed (provide details why): |
| No, insufficient human resources staff No, don't have expertise No, not a priority No, other (provide details): |
| 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): through all of our HR practices and procedures |
| 15.2 What categories of employees did you consult? ☐ All staff ☐ Women only ☐ Men only ☐ Human resources managers ☐ Management ☐ Employee representative group(s) ☐ Diversity committee or equivalent ☐ Other (provide details): |
| Gender equality indicator 6: Sex-based harassment and discrimination |
| 16 Do you have a formal policy or formal strategy on sex-based harassment and discrimination prevention? ☑ Yes ☐ Standalone policy |
| ☐ Standalone policy ☐ Policy is contained within another policy ☐ Standalone strategy ☐ Strategy is contained within another strategy |
| □ No |
| ☐ No, currently under development☐ No, insufficient human resources staff |
| No, included in workplace agreementNo, don't have expertise |
| ☐ No, not a priority |
| No, other (provide details): |







| 16.1 Do you include a grievance process in any sex-based narassment and discrimination |
|--|
| prevention policy or strategy? ⊠ Yes |
| □ No |
| |
| No, currently under development |
| No, insufficient human resources staff |
| No, don't have expertise |
| No, not a priority |
| No, other (provide details): |
| |
| 47 Description of the control of the |
| Does your workplace provide training for all managers on sex-based harassment and |
| discrimination prevention? |
| Yes - please indicate how often this training is provided: |
| At induction |
| At least annually |
| Every one-to-two years |
| Every three years |
| ☐ Varies across business units |
| ☑ Other (provide details): |
| This is covered within a new managers induction program |
| <u> </u> No |
| No, currently under development |
| No, insufficient human resources staff |
| No, don't have expertise |
| No, not a priority |
| No, other (provide details): |
| |
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| |

Other

- 18 Should you wish to provide details of any initiatives that you feel are particularly outstanding, or that have resulted in improved gender equality outcomes in your workplace, please enter this information below. (Please note that any information you provide here will appear in your public report)
- 19 You may provide additional details on any information provided in the report below.





Notification and access

List of employee organisations

CEO sign off confirmation

ROBERT RYAN
Name of CEO or equivalent

Confirmation CEO has signed the report

Yes