

## GENDER REPORTING

The [Workplace Gender Equality Act 2012 \(Cth\)](#) (Act) requires medium and large businesses - those that employ 100 people or more - to report annually on gender-related matters to the federal government's Workplace Gender Equality Agency (Agency).

The purpose of the Act is to, among other things, promote and improve gender equality in the workplace and eliminate gender discrimination in employment matters.

### Reporting requirements

Relevant businesses are required to report to the Agency on gender-related matters in the workplace, including, but not limited to:

- > the gender composition of the workforce (including the board);
- > pay equity arrangements; and
- > the availability and use of flexible work for parents and carers.

The precise information that must be lodged is specified by the Minister for the Status of Women (**Minister**) prior to the start of each reporting period.

The reporting period is the 12 months from 1 April to 31 March. The report itself must be lodged by **31 May**.

The report must be made available to shareholders, employees and relevant unions.

### Compliance

The Agency may review a business's compliance with the Act and seek further gender-related information, if required. In making the decision to request further information, the Agency will consider comments from employees and unions.

If a business fails to comply with the Act, the Agency may name the business in a report given to the Minister or by any other means (for example, naming the business in the media).

## Contacting the Victorian Chamber of Commerce and Industry

The Victorian Chamber's team of experienced workplace relations advisors can assist members with a range of employment, human resources and industrial relations issues.

Our experienced workplace relations consultants can also provide assistance to both members and non-members on a range of more complex matters for a fee-for-service. The consultants can, among other things, provide training to employees, conduct investigations and provide representation at proceedings at the Fair Work Commission.

For assistance or more information, please contact the Workplace Relations Advice Line on **(03) 8662 5222**.

### Disclaimer

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