



Australian Government



Workplace
Gender Equality
Agency

2021 - 22 Gender Equality Reporting

Submitted by:

**Central Petroleum Limited
(ABN:72083254308)**

Date: 2022-06-24

#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(<i>Select all that apply</i>)
...Yes	Policy
...Retention	Yes(<i>Select all that apply</i>)
...Yes	Policy
...Performance management processes	Yes(<i>Select all that apply</i>)
...Yes	Policy
...Promotions	No(<i>Select all that apply</i>)
...No	Other (please provide)
...Other (please provide)	This is managed on an in-formal basis in the absence of a written policy
...Talent identification/identification of high potentials	Yes(<i>Select all that apply</i>)
...Yes	Policy
...Succession planning	Yes(<i>Select all that apply</i>)
...Yes	Strategy
...Training and development	No(<i>Select all that apply</i>)
...No	Currently under development(<i>Select the estimated completion date.</i>)
...Currently under development	2-Dec-2022
...Key performance indicators for managers relating to gender equality	No(<i>Select all that apply</i>)
...No	Other (please specify)
...Other (please specify)	This is managed on an in-formal basis in the absence of a written policy

2: Do you have formal policy and/or formal strategy in place that support gender equality overall?

Yes(*Select all that apply*)

...Yes	Policy
--------	--------

3: Does your organisation have any of the following targets to address gender equality in your workplace?

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

Governing bodies

Central Petroleum Limited

1: Does this organisation have a governing body?	Yes(<i>Provide further details on the governing body(ies) and its composition</i>)
1.1: What is the name of your governing body?	Board of Directors
1.2: What type of governing body does this organisation have?	Board of directors
1.3: How many members are on the governing body and who holds the predominant Chair position?	
...Chairs	
...Female	0
...Male	1
...Non-binary	0
...Members	
...Female	1
...Male	4
...Non-binary	0
1.4: Do you have a formal selection policy and/or formal selection strategy for this organisation's governing body members?	Yes(<i>Select all that apply</i>)
	Strategy
1.5: Has a target been set to increase the representation of women on this governing body?	No(<i>Select all that apply</i>)
	Other (provide details)
	Principles of merit is applied in the selection process for new directors.
1.6: Do you have a formal policy and/or formal strategy in place on the gender composition of your governing body?	No
	Other (provide details)
	This is managed on an in-formal basis in the absence of a written policy.

2: If your organisation would like to provide additional information relating to governing bodies and gender equality in your workplace, 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(*Select all that apply*)

...Yes

Policy

1.1: Are specific pay equity objectives included in your formal policy and/or formal strategy?

Yes(*Select all that apply*)

...Yes

Other (provide details)

...Other (provide details)

The Company currently adopts an in-formal approach to ensuring gender equality.

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

31-Mar-2022

Employer action on pay equity

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(*Provide further details on the most recent gender remuneration gap analysis that was undertaken.*)

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?

No(*Select all that apply*)

...No

Other (provide details)

...Other (provide details)

There were no gender pay gap matters to address as the Company undertakes its merit based analysis every 12 months.

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

Employee consultation

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

Yes(*Provide further details on the employee consultation process.*)

1.1: How did you consult employees?

Consultative committee or group

1.2: Who did you consult?

Management

2: Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?

No

...No	Other(<i>Provide details</i>)
...Other	This is managed on an in-formal basis in the absence of a written policy.

3: On what date did your organisation share your previous year's public reports with employees?

7-Sep-2021

4: Does your organisation have shareholders?

Yes

4.1: On what date did your organisation share your previous year's public reports with shareholders?

21-Sep-2021

5: Have you shared previous Executive Summary and Benchmark reports with the governing body?

6: 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(*Select all that apply*)

...No

Other (provide details)

...Other (provide details)

Managed on an in-formal basis

2: Do you offer any of the following flexible working options to MANAGERS in your workplace?

...Flexible hours of work

Yes(*Select one option only*)

...Yes

SAME options for women and men(*Select all that apply*)

...SAME options for women and men

Informal options are available

...Compressed working weeks

No(*You may specify why the above option is not available to your employees.*)

...No

Other (provide details)

...Other (provide details)

Where as required, the Company manages this on an in-formal basis.

...Time-in-lieu

Yes(*Select one option only*)

...Yes

SAME options for women and men(*Select all that apply*)

...SAME options for women and men

Formal options are available
Informal options are available

...Telecommuting (e.g. working from home)

Yes(*Select one option only*)

...Yes

SAME options for women and men(*Select all that apply*)

...SAME options for women and men

Formal options are available
Informal options are available

...Part-time work

Yes(*Select one option only*)

...Yes

SAME options for women and men(*Select all that apply*)

...SAME options for women and men

Formal options are available

...Job sharing

Yes(*Select one option only*)

...Yes

SAME options for women and men(*Select all that apply*)

...SAME options for women and men

Formal options are available

...Carer's leave

Yes(*Select one option only*)

...Yes

SAME options for women and men(*Select all that apply*)

...SAME options for women and men

Formal options are available

...Purchased leave	No(<i>You may specify why the above option is not available to your employees.</i>)
...No	Other (provide details)
...Other (provide details)	The Company manages this on a case by case basis.
...Unpaid leave	Yes(<i>Select one option only</i>)
...Yes	SAME options for women and men(<i>Select all that apply</i>)
...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

4: Has your organisation implemented an 'all roles flex' approach to flexible work?

No

5: Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce during the 2021-22 reporting period?

No

6: If your workplace includes hybrid teams (i.e. some employees in a team work remotely while other employees in a team work at the organisation's usual workplace), have any of the following measures been utilised to ensure the fair treatment of all employees regardless of work location?

7: If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, including specific changes due to the impact of the COVID-19 pandemic on your workplace, please do so below.

#Employee support

Paid parental leave

1: Do you provide employer funded paid parental leave regardless of carer's status (i.e. primary/secondary) in addition to any government funded parental leave scheme?

No, we do not offer employer funded parental leave

...No, we do not offer employer funded parental leave

Other (provide details)

...Other (provide details)

The Company relies on the current government funded parental leave scheme.

2: 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(Select all that apply)

...Yes

Policy

2: Do you offer any of the following support mechanisms for employees with family or caring responsibilities?

...Employer subsidised childcare

No(You may specify why the above support mechanism is not available to your employees.)

...No

Other (provide details)

...Other (provide details)

The Company may consider this type of subsidy in the future.

...On-site childcare

No(You may specify why the above support mechanism is not available to your employees.)

...No

Other (provide details)

...Other (provide details)

The Company may consider this type of support in the future.

...Breastfeeding facilities

No(You may specify why the above support mechanism is not available to your employees.)

...No

Other (provide details)

...Other (provide details)

The Company may consider this type of support in the future.

...Childcare referral services

No(You may specify why the above support mechanism is not available to your employees.)

...No

Other (provide details)

...Other (provide details)

The Company may consider where appropriate this type of service in the future.

...Internal support networks for parents	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Other (provide details)
...Other (provide details)	The Company may consider developing and implementing such a support network in the future.
...Return to work bonus (only select if this bonus is not the balance of paid parental leave)	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Other (provide details)
...Other (provide details)	The Company may consider may consider this where appropriate in the future.
...Information packs for new parents and/or those with elder care responsibilities	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Other (provide details)
...Other (provide details)	The Company may consider developing and implementing information packs for new parents and/or those with elder care responsibilities in the future.
...Referral services to support employees with family and/or caring responsibilities	Yes(<i>Please indicate the availability of this support mechanism.</i>)
...Yes	Available at ALL worksites
...Targeted communication mechanisms (e.g. intranet/forums)	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Other (provide details)
...Other (provide details)	The Company may consider developing and implementing mechanisms so that communication could be targeted where appropriate at some point in the future.
...Support in securing school holiday care	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Other (provide details)
...Other (provide details)	The Company may consider where appropriate in the future to support securing school holiday care.
...Coaching for employees on returning to work from paid parental leave	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Other (provide details)
...Other (provide details)	The Company may consider where appropriate coaching for employees when they return to work from parental leave in the future.
...Parenting workshops targeting mothers	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Other (provide details)

...Other (provide details)	The Company may consider where appropriate, provide workshops for parents, be it for mothers or fathers.
...Parenting workshops targeting fathers	No(<i>You may specify why the above support mechanism is not available to your employees.</i>)
...No	Other (provide details)
...Other (provide details)	The Company may consider where appropriate, provide workshops for parents, be it for mothers or fathers.
...Other (provide details)	No

3: If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.

Sex-based harassment and discrimination

1: Do you have a formal policy and/or formal strategy on sex-based harassment and discrimination prevention?

Yes(*Select all that apply*)

...Yes	Policy
1.1: Do you provide a grievance process in any sex-based harassment and discrimination prevention formal policy and/or formal strategy?	Yes

2: Do you provide training on sex-based harassment and discrimination prevention to the following groups?

...All managers	Yes(<i>Please indicate how often is this training provided (select all that apply):</i>)
...Yes	At induction Every one-to-two years
...All employees	Yes(<i>Please indicate how often is this training provided (select all that apply):</i>)
...Yes	At induction Every one-to-two years

3: If your organisation would like to provide additional information relating to sex-based harassment and 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(*Select all that apply*)

...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?

...Employee assistance program (including access to psychologist, chaplain or counsellor)	Yes
---	-----

...Training of key personnel	Yes
...A domestic violence clause is in an enterprise agreement or workplace agreement	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	Details are written into Policy.
...Workplace safety planning	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	The Company may where appropriate provide the necessary workplace safety planning in the future
...Access to paid domestic violence leave (contained in an enterprise/workplace agreement)	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	The Company currently provides for unpaid domestic violence leave in its leave policy. In the future, where appropriate the Company may consider paid domestic violence leave.
...Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	The Company currently provides for unpaid domestic violence leave in its Leave Policy.
...Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	The Company currently provides for unpaid domestic violence leave in its Leave Policy. In the future, where appropriate the Company may consider paid domestic violence leave.
...Access to unpaid leave	Yes(<i>Is the leave period unlimited?</i>)
...Yes	Yes
...Confidentiality of matters disclosed	Yes
...Referral of employees to appropriate domestic violence support services for expert advice	Yes
...Protection from any adverse action or discrimination based on the disclosure of domestic violence	Yes
...Flexible working arrangements	Yes

...Provision of financial support (e.g. advance bonus payment or advanced pay)	Yes
...Offer change of office location	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	The Company where appropriate, may consider options relating to a change of office location.
...Emergency accommodation assistance	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	The Company may consider where appropriate provide emergency accommodation assistance in the future.
...Access to medical services (e.g. doctor or nurse)	No(<i>Select all that apply</i>)
...No	Other (provide details)
...Other (provide details)	The Company may consider where appropriate provide access to medical services in the future.
...Other (provide details)	No

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

Workforce Management Statistics Table

Industry: Exploration and Other Mining Support Services

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
1. How many employees were promoted?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
2. How many employees (including partners with an employment contract) were internally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
3. How many employees (including partners with an employment contract) were externally appointed?	Full-time	Permanent	CEO, KMPs, and HOBs	0	1	1
			Managers	0	0	0
			Non-managers	5	15	20
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Exploration and Other Mining Support Services

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	CEO, KMPs, and HOBs	0	1	1	
			Managers	0	1	1	
			Non-managers	5	11	16	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	0	0	0
				Non-managers	0	0	0
	Fixed-Term Contract		CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
5. How many employees have taken primary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	1	0	1	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	0	0	0
				Non-managers	0	0	0
	Fixed-Term Contract		CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
6. How many employees have taken secondary carer's parental leave (paid and/or unpaid)?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
		Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
				Managers	0	0	0
				Non-managers	0	0	0
	Fixed-Term Contract		CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	
	N/A	Casual	CEO, KMPs, and HOBs	0	0	0	
			Managers	0	0	0	
			Non-managers	0	0	0	

* Total employees includes Gender X

Workforce Management Statistics Table

Industry: Exploration and Other Mining Support Services

Question	Contract Type	Employment Type	Manager Category	Female	Male	Total*
7. How many employees ceased employment before returning to work from parental leave, regardless of when the leave commenced?	Full-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
	Part-time	Permanent	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0
		Fixed-Term Contract	CEO, KMPs, and HOBs	0	0	0
			Managers	0	0	0
			Non-managers	0	0	0

* Total employees includes Gender X

Workplace Profile Table

Industry: Exploration and Other Mining Support Services

Occupational category*	Employment status	No. of employees		Number of apprentices and graduates (combined)		Total employees**
		F	M	F	M	
Managers	Full-time permanent	1	18	0	0	19
Professionals	Full-time permanent	4	17	0	0	21
	Casual	0	1	0	0	1
Technicians And Trades Workers	Full-time permanent	1	35	0	3	39
Clerical And Administrative Workers	Full-time permanent	13	9	0	0	22
	Casual	1	0	0	0	1

* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

** Total employees includes Gender X

Workplace Profile Table

Industry: Exploration and Other Mining Support Services

Manager category	Level to CEO	Employment status	No. of employees		
			F	M	Total*
CEO		Full-time permanent	0	1	1
KMP		Full-time permanent	0	5	5
SM		Full-time permanent	1	8	9
OM		Full-time permanent	0	4	4

* Total employees includes Gender X