

Gender Equality in Procurement: WA Public Sector Pilot

Gender Equality Clause

Frequently Asked Questions (FAQ)

This document contains guidance on the FAQs for suppliers, when completing the Gender Equality Clause in selected procurements.

Part A - Business/organisation employs 100 or more people

Does your business comply with the [Workplace Gender Equality Agency](#) reporting requirements? Yes or No.

Question: I am unsure whether my business/organisation is required to comply with the Workplace Gender Equality Agency (WGEA) reporting requirements.

Answer: Refer to the [WGEA](#) website or contact WGEA directly:

Email: support@wgea.gov.au Phone: (02) 9432 7000 or 1800 730 233.

A letter of compliance with the Workplace Gender Equality Act 2012 is attached. Yes or No.

Question: How do I attach my letter of compliance?

Answer: Please include with your bid submission.

Part B - Business/organisation employs fewer than 100 people

Does your business have any of the following policies/strategies in place to support workplace gender equality?

Question: What are examples of these to qualify a yes response?

Answer: Refer to explanatory examples below for each category.

Audit of salaries/pay rates to identify any gender gaps? Yes or No.

Example: Do you undertake the regular collection of data for salaries or pay rates at each level of the workforce, disaggregated by gender?

Flexible work arrangements for all staff for example flexi-hours, part-time, work from home? Yes or No.

Example: Do you have a policy that allows staff to use any type of flexible working arrangement on a regular basis? For example, Working from Home Policy, nine day fortnight allowances?

Work practices to facilitate family or caring responsibilities for example meetings only held during school hours, designated parents room? Yes or No.

Example:

Consequences for perpetrators of sexual or gendered abuse and harassment in the workplace? Yes or No.

Example: Do you provide a policy which includes punitive consequences for all persons found to be responsible for sexual or gendered abuse and/or harassment in the workplace, whether through internal/external investigations or legal processes?

Paid family and domestic violence leave? Yes or No.

Example: Do you provide specific paid leave (of any length) which can be taken by individuals who have particular needs as a result of experiencing family and domestic violence as a victim-survivor, such as medical or legal appointments or moving into/out of a refuge. This leave must be in addition to all other types of leave including annual, personal, bereavement.

Counselling/support for staff who experience family and domestic violence? Yes or No.

Example: Do you make available well-promoted, professional and employer-funded counselling for any staff who experience family and domestic violence.

Further Information

If you require any additional assistance to answer the Gender Equality Clause, please contact Department of Communities at women@communities.wa.gov.au or Department of Finance on procurementadvice@finance.wa.gov.au

Additional information on Gender Equality in procurement can be found on the [Communities website](#). Further information about gender equality is available in [Stronger Together - WA's Plan for Gender Equality \(www.wa.gov.au\)](#).