



Date Created: 03-07-2023



**Australian Government**



**Workplace  
Gender Equality  
Agency**





Date Created: 03-07-2023

# 2022 - 23 Gender Equality Reporting

## Submitted By:

Northrop Grumman Australia Pty Limited 78156458981

Northrop Grumman Integrated Defence Services Pty Limited 53090673466

# #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

Policy; Strategy

**Retention:** Yes

Policy; Strategy

**Performance management processes:** Yes

Policy; Strategy

**Promotions:** Yes.

Policy; Strategy

**Talent identification/identification of high potentials:** Yes Policy; Strategy

**Succession planning:** Yes

Strategy

**Training and development:** Yes

Policy; Strategy

**Key performance indicators for managers relating to gender equality:** No Other

**Other:** Driving a culture of gender equity vs imposing KPIs.

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

Yes Policy; Strategy

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

We are driving a culture where gender equity is an organisational priority. We have not imposed targets on our leaders to achieve this but discuss and take constructive actions to drive gender equity in all aspects of the employee lifecycle.

## Governing Bodies

**Organisation:** Northrop Grumman Australia Pty Limited

**1.Name of the governing body:** Northrop Grumman Australia Pty Ltd

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

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

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

|   |   |   |
|---|---|---|
| 1 | 1 | 0 |
|---|---|---|

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

Selected value: Policy

**6. Target set to increase the representation of women: No**

**Selected value:**

Do not have control over governing body/appointments

**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; Strategy

**Organisation:** Northrop Grumman Integrated Defence Services Pty Limited

**1. Name of the governing body:** Northrop Grumman Australia Pty Ltd

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

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

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

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

Selected value: Policy

**6. Target set to increase the representation of women: No**

**Selected value:**

Do not have control over governing body/appointments

**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; Strategy

**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

Policy; Strategy

**1.1 Are specific pay equality objectives included in your formal policy and/or formal strategy?**

Yes

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 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?**

30/06/2022

**4. If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.**

We had to use two snapshot dates for the Workplace Profile.

- Northrop Grumman Australia: 30/06/2023

- Northrop Grumman Integrated Defence Services: 21/06/2022

## 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

**1.1 When was the most recent gender remuneration gap analysis undertaken?**

More than 2 years ago but less than 4 years ago

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**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); Analysed performance ratings to ensure there is no gender bias (including unconscious bias); Trained people-managers in addressing gender bias (including unconscious bias); Corrected like-for-like gaps

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

A by-level gap analysis

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

Action in place to complete a gender remuneration gap analysis in 2023.

## 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?**

Focus groups; Exit interviews; Survey; Performance discussions

**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:**

Yes

**Date:**23/06/2022

**Shareholder:**

Yes

**Date:**23/06/2022

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?

Yes

Policy; Strategy

- 1.1. Please indicate which of the following are included in your flexible working arrangements strategy or policy:

**A business case for flexibility has been established and endorsed at the leadership level**

Yes

**The organisation's approach to flexibility is integrated into client conversations**

Yes

**Employees are surveyed on whether they have sufficient flexibility**

Yes

**Employee training is provided throughout the organisation**

No

Other

**Other:** Individual support provided to employees via direct manager.  
Information and resources available on the employee intranet.

**The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)**

Yes

**Flexible working is promoted throughout the organisation**

Yes

**Targets have been set for engagement in flexible work**

No

Not a priority

**Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body**

Yes

**Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel**

Yes

**Leaders are held accountable for improving workplace flexibility**

Yes

**Leaders are visible role models of flexible working**

Yes

**Manager training on flexible working is provided throughout the organisation**

Yes

**Targets have been set for men's engagement in flexible work**

No

Not a priority

**Team-based training is provided throughout the organisation**

No

Other

**Other:** Information and resources available on the employee intranet.

**Other:** No

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

**Carer's leave:** Yes



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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; Informal 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:** Yes

SAME options for women and men Formal options are available

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

SAME options for women and men Formal options are available; Informal options are available

**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?**

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Yes, we offer employer funded parental leave using the primary/secondary carer definition

**1.1. Do you provide employer funded paid parental leave for primary carers in addition to any government funded parental leave scheme?**

Yes

**1.1.a. Please indicate whether your employer-funded paid parental leave for primary carers is available to:**

All, regardless of gender

**1.1.b. Please indicate whether your employer-funded paid parental leave for primary carers covers:**

Birth; Adoption; Surrogacy; Stillbirth

**1.1.c. How do you pay employer funded paid parental leave to primary carers?**

Paying the employee's full salary

**1.1.d. Do you pay superannuation contribution to your primary carers while they are on parental leave?**

Yes, on employer funded parental leave; Yes, on unpaid parental leave

**1.1.e. How many weeks (minimum) of employer funded paid parental leave for primary carers is provided?**

18

**1.1.f. What proportion of your total workforce has access to employer funded paid parental leave for primary carers, including casuals?**

91-100%

**1.1.g. Do you require primary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?**

Yes

How long is the qualifying period (in months)?

12

**1.1.h. Do you require primary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?**

No

**1.2. Do you provide employer funded paid parental leave for secondary carers in addition to any government funded parental leave scheme?**

Yes

**1.2.a. Please indicate whether your employer-funded paid parental leave for secondary carers is available to:**

All, regardless of gender

**1.2.b. Please indicate whether your employer-funded paid parental leave for secondary carers covers:**

Birth; Adoption; Surrogacy

**1.2.c. How do you pay employer funded paid parental leave to Secondary carers?**

Paying the employee's full salary

**1.2.d. Do you pay superannuation contribution to your secondary carers while they are on parental leave?**

Yes, on employer funded parental leave; Yes, on unpaid parental leave

**1.2.e. How many weeks (minimum) of employer funded paid parental leave for secondary carers is provided?**

2

**1.2.f. What proportion of your total workforce has access to employer funded paid parental leave for secondary carers, including casuals?**

91-100%

**1.2.g. Do you require secondary carers to work for the organisation for a certain amount of time (a qualifying period) before they can access employer funded parental leave?**

Yes

How long is the qualifying period (in months)?

12

**1.2.h. Do you require secondary carers to take employer funded paid parental leave within a certain time period after the birth, adoption, surrogacy and/or stillbirth?**

Yes

Within 12 months

**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.**

The qualifying period for primary and secondary carers is 12 months, but consideration will be made for cases outside this minimum period.

## 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

**2.2. Return to work bonus (only select if this bonus is not the balance of paid parental leave)**

No

Insufficient resources/expertise

**2.3. Breastfeeding facilities**

Yes

Available at ALL worksites

**2.4. Childcare referral services**

Yes

Available at ALL worksites

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

No

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

Yes

Available at ALL worksites

**2.7. Internal support networks for parents**

No

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

Yes

Available at ALL worksites

**2.9. Parenting workshops targeting fathers**

No

**2.10. Parenting workshops targeting mothers**

No

**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**

Yes

Available at ALL worksites

**2.13. On-site childcare**

No

**2.14. Other details: No**

- 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 Managers:**

Yes

At induction

Annually

- 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**

No

Other

**Provide Details:** A stand alone policy is provided for domestic & family violence covering all employees.

**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

Insufficient resources/expertise; Other

**Provide Details:** Access to referral service resources provided.

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

No

Other

**Provide Details:** Each case is assessed on an individual basis.

**Flexible working arrangements**

Yes

**Offer change of office location**

Yes

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

No

Other

**Provide Details:** Access to referral service resources provided.

**Training of key personnel**

Yes

**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)**

No

Other

**Provide Details:** Leave provisions provided in stand alone policy for all employees.

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

Yes

**Is the leave period unlimited?**

No

**How many days are provided?** 10

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

No

Other

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**Provide Details:** If paid domestic leave is exhausted we would look at miscellaneous unpaid leave.

**Access to unpaid leave**

No

Other

**Provide Details:** If paid domestic leave is exhausted we review other leave options.

**Other:** No

**Provide Details:**

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