2026 gender equality action plan (GEAP) for:  
<your organisation name>

# About this template

This template helps you to develop your gender equality action plan (GEAP).

**Using this template is strongly encouraged.**

Submitting this template to the Commissioner will help you to meet your obligations under the Gender Equality Act 2020.

**If you choose not to use this template, you must include all the** [required components](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/geap-requirements) **in your GEAP.**

**The template has six main sections:**

* **Preparing to develop your GEAP (recommended items)**
* **Consulting on your audit results and strategies (required and recommended items)**
* **Considering the gender equality and the gender pay equity principles, and intersectionality (required items)**
* **Making a case for change (recommended item)**
* **Analysing your data to identify forms of gender inequality AND developing your strategies (required and recommended items)**
* **Resourcing your GEAP (required and recommended items)**

There are required and recommended components. These are clearly marked in this template and in the [2026 GEAP guidance](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/geap-requirements).

Completing both the required and recommended components will help ensure your GEAP is evidence-based, informed, realistic, and effective, creating a strong and feasible plan to drive gender equality.

# How to use this template

Complete the required components.

The ‘recommended’ components are optional but highly recommended, where possible and relevant.

Instructions are in red text and you can delete this before submitting your GEAP.

This template is designed to be used with the [2026 GEAP guidance](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/geap-requirements). Using the guidance is not required. But it will help you to develop your GEAP. Use all or parts of the guidance where useful and feasible.

This template links to the relevant guidance under each component. The [2026 GEAP guidance](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/geap-requirements) has instructions on completing the template at the end of each relevant step.

Note that:

* You can cross reference your GEAP where duplicate information may occur.
* Suggested word ranges are provided. You are free to go outside of these.
* If you want to [create a designed version of your GEAP](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/using-geap-guidance-and-template#creating-a-designed-version-of-your-gender-equality-action-plan-geap-for-publication) (optional), refer to the GEAP guidance on what you must include.

# Submission

You must submit your GEAP through the [reporting platform](https://www.genderequalitycommission.vic.gov.au/submit-report-or-plan-our-reporting-platform) by **1 May 2026.**

Supporting documents will not be accepted in this reporting cycle. Include all the information in your 2026 GEAP.

Visit [instructions on submission](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-9-instructions-submission) in the 2026 GEAP guidance for further submission advice.

Before submission, feel free to:

* remove page 1 of this template
* remove instructional text (in red font)
* edit paragraph spacing and any other document formatting, where relevant.

# Cover page (recommended)

**Complete this cover page to provide the Commissioner with key information about your submission**

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| --- | --- |
| **Organisation name (required)** |  |
| **Total number of employees (and full time equivalent FTE), as at 30 June 2025** | Total employees:  Total FTE: |
| **Location (metropolitan, regional or rural. If other, please specify)** |  |

# Attestation by head of organisation (required)

I confirm that:

I am the head of organisation (CEO or equivalent)

I have reviewed and approved the submission of this gender equality action plan (GEAP) on behalf of my organisation (as named above), and I attest that the implementation of the GEAP will be adequately resourced as required under the Gender Equality Act (2020).

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| **Any comments?** |  |
| **Name** |  |
| **Role title** |  |
| **Signed** |  |
| **Date** |  |

# A) Planning your GEAP

**Refer to step 1 in the** [**2026 GEAP guidance**](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-1-planning-your-gender-equality-action-plan)**:**

* 1.1 Using insights from your previous gender equality work (recommended)
* 1.2 Understanding the basics of gender equality (recommended)
* 1.3 Setting up for success: processes, record keeping, governance and leadership (recommended)
* 1.4 Learning from other duty holders (recommended)

**Want to take it further? Consider (recommended):**

* [Creating a working group to help develop and implement your GEAP](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/preparing-your-geap#create-a-working-group)
* [Gaining leadership commitment](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/preparing-your-geap#gain-commitment-from-leaders)

## Section 1: Use insights from your previous gender equality work (recommended)

If you have completed a GEAP and [progress report](https://www.genderequalitycommission.vic.gov.au/progress-reporting-2023), describe how the learnings have informed this GEAP ([see step 1.1](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-1-planning-your-gender-equality-action-plan#11-using-insights-from-your-previous-gender-equality-work-recommended)). You can reproduce your answer from your progress report. Suggested word range: 200-500 words.

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## Section 2: Processes, record keeping and governance (recommended)

Describe how you have set up processes, record keeping and governance to support this work ([see step 1.3](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-1-planning-your-gender-equality-action-plan#13-set-yourself-up-for-success-processes-record-keeping-governance-and-leadership-recommended)). Suggested word range: 200-500 words.

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## Section 3: Leadership commitment (recommended)

Describe how your leaders are committed to gender equality. This might include a statement from your head of organisation (CEO or equivalent) about their commitment ([see step 1.3](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-1-planning-your-gender-equality-action-plan#13-set-yourself-up-for-success-processes-record-keeping-governance-and-leadership-recommended)). Suggested word range: 200-500 words.

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# B) Consult on your audit results and strategies

**Refer to step 3 and 7 in the** [**2026 GEAP guidance**](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-1-planning-your-gender-equality-action-plan)**:**

* 3.1 Consulting on your audit results (recommended)
* 7.1 Consulting on your strategies (recommended)
* 7.2 Documenting your consultation (required)

**Need further help on planning and managing consultations? See (recommended):**

* [Deciding the purpose of your consultation](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/consultation-and-engagement#define-the-purpose-of-your-consultation)
* [Identifying who to consult](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/consultation-and-engagement#identify-who-you-will-consult)
* [Ensuring effective consultation and engagement](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/consultation-and-engagement#ensure-effective-consultation-and-engagement)
* [Gathering feedback and reflections on your consultation process](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/consultation-and-engagement#gather-feedback-and-reflections)

Please note: This section includes step 3 and 7 of the [2026 GEAP guidance](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-1-planning-your-gender-equality-action-plan). Please make sure you do not miss steps 4-6 in the guidance.

## Section 4: Confirm consultation groups (required)

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| You must consult with your… | Confirm yes or no | If no, why not? |
| [Governing body](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/consultation-and-engagement#consult-with-your-governing-body) (if your organisation has one) |  |  |
| Employees |  |  |
| [Employee representatives, including relevant trade unions](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/consultation-and-engagement#consult-with-union-representatives) |  |  |
| You might consult with… | Confirm yes or no | Please describe additional people and/or groups |
| [Other relevant people](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/consultation-and-engagement#identify-who-you-will-consult) |  |  |

## Section 5: Document your consultation process (required)

Describe how you consulted with your governing body, employees, employee representatives and any other relevant people to develop your GEAP ([see step 7.2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-7-consulting-your-strategies#72-documenting-your-consultation-required)). Suggested word range: 200-500 words.

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## Section 6: Findings from your consultation (recommended)

Describe the outcomes from consulting on your audit data and/or your strategies. Describe how the consultation helped to understand your audit and to improve your strategies ([see step 3.1](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-3-consulting-your-audit-results#31-consult-on-your-audit-results)). Suggested word range: 200-500 words.

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# C) Consider the gender equality and the gender pay equity principles, and intersectionality

**Refer to step 4 in the** [**2026 GEAP guidance**](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-4-considering-gender-equality-and-gender-pay-equity-principles-and-intersectionality)**:**

* 4.1 Consider the gender equality principles (required)
* 4.2 Consider the gender pay equity principles (required)
* 4.3 Consider intersectional gender equality (required)

**Want to take it further? Consider (recommended):**

* [Acknowledging your existing efforts on gender equality](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/developing-case-change" \l "acknowledge-existing-efforts-on-gender-equality)
* [Aligning with existing commitments](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/developing-case-change" \l "align-with-other-equality-commitments)
* [Strategies guided by the gender pay equity principles](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/developing-your-strategies#use-a-comprehensive-approach) (as part of using a comprehensive approach)

## Section 7: Consider the gender equality principles (required)

Describe how you have taken the gender equality principles into account in developing your GEAP ([see step 4.1](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-4-considering-gender-equality-and-gender-pay-equity-principles-and-intersectionality#41-consider-the-gender-equality-principles-required)). Suggested word range: 200-300 words.

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## Section 8: Consider the gender pay equity principles (required)

Describe how you have taken the gender pay equity principles into account in developing your GEAP ([see step 4.2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-4-considering-gender-equality-and-gender-pay-equity-principles-and-intersectionality#42-consider-the-gender-pay-equity-principles-required)). Suggested word range: 200-300 words.

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## Section 9: Consider intersectionality (required)

Describe how you have taken intersectional gender inequality into account in developing your GEAP ([see step 4.3](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-4-considering-gender-equality-and-gender-pay-equity-principles-and-intersectionality#43-consider-intersectional-gender-equality-requiredthe-act-requires-duty-holders-to-consider-intersectional-gender-inequality)). Suggested word range: 200-300 words.

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# D) Making a case for change

**Refer to step 5 in the** [**2026 GEAP guidance**](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-5-making-case-change)**:**

* 5.1 Developing a case for change (recommended)
* 5.2 Creating a vision (recommended)

**Want to take it further? Consider (recommended):**

* [Acknowledging your existing efforts on gender equality](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/developing-case-change#acknowledge-existing-efforts-on-gender-equality)
* [Aligning with existing commitments](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/developing-case-change#align-with-other-equality-commitments)

## Section 10: Make a case for change and create a vision (recommended)

Describe why gender equality matters at your organisation. Include your vision for gender equality ([see step 5.2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-5-making-case-change#52-creating-a-vision-recommended)). Suggested word range: 300-600 words.

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# E) Analysing your data to identify forms of gender inequality AND developing your strategies

**For analysing your data to identify forms of gender inequality, see** [**step 2 of the guidance**](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-2-analysing-your-audit-data-identify-forms-gender-inequality)**:**

* 2.1 Including the results of your audit in your GEAP (required)
* 2.2 Identifying underlying causes of inequality in your organisation (recommended)
* 2.3 Using intersectional analysis to understand data (recommended)

**For developing your strategies, see** [**step 6 of the guidance**](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures):

* 6.1 How to develop your strategies (recommended)
* 6.2 Setting measures (required)
* 6.3 Setting targets (recommended)
* 6.4 Documenting your strategies and measures (required)

**Want to take it further? For analysing your data, consider (recommended):**

* [Using multiple data sources to inform your GEAP](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/preparing-your-geap#use-multiple-data-sources)
* [Highlighting where data gaps currently exist and your plan for building data collection](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/preparing-your-geap#highlight-data-gaps)
* [Outlining key insights from applying an analysis of intersectional gender inequality](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/preparing-your-geap#consider-intersectionality)
* [Outlining any other information sources or data that were considered as part of your GEAP development](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/preparing-your-geap#include-other-information-sources)

**For developing your strategies, consider (recommended):**

* [Developing strategies using a comprehensive approach](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/developing-your-strategies#use-a-comprehensive-approach). Including policies and processes, communication and engagement, education, data gaps and measuring change, and pay equity principles.
* [Applying an intersectional lens to your strategies](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/developing-your-strategies#applying-an-intersectional-lens)
* [Prioritising your strategies](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/developing-your-strategies#prioritising-your-strategies)

## Section 11: Identifying underlying causes of gender inequality (recommended)

Summarise the underlying causes of gender inequality at your organisation (see [step 2.2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-2-analysing-your-audit-data-identify-forms-gender-inequality#22-identify-underlying-causes-of-inequality-in-your-organisation-recommended)). Suggested word range: 300-600 words.

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## Section 12: Analysing your data and documenting your strategies (required)

Under each indicator in the following, describe the gender equality issues **using your** **workplace** **audit data** (see [step 2.1](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-2-analysing-your-audit-data-identify-forms-gender-inequality#21-include-the-results-of-your-audit-in-your-geap-required)).

The template comes pre-filled with the **performance** **measures** for all indicators. These are the minimum standards (see [step 6.2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures#62-set-measures-required) for further guidance).

Set quantitative targets for your indicators (see [step 6.3](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures#63-setting-targets-recommended)). Include strategies, note any overlap with other indicators, who is responsible and the timeline ([see step 6.1](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures#61-how-to-develop-your-strategies-recommended)). An additional tableis included for strategies and measures that are outside of the indicators. This is optional.

## Indicator 1: Gender composition of all levels of the workforce

### Describing the problem (see [step 2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-2-analysing-your-audit-data-identify-forms-gender-inequality))

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| **Analyse audit data (required)**  Describe the key gender inequality problems identified by your audit.  Suggested word range: 150-400 words. | **Critical performance measures:**  Gender composition of the duty holder organisation in 2025:  Gender composition of part time workers in the duty holder organisation in 2025:  Gender composition of senior leaders in the duty holder organisation in 2025: |

### Setting metrics (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| **Measures (required)**  What will you measure to assess the performance of your strategies? | Critical performance measures: Gender composition of the duty holder organisation.  Gender composition of part time workers in the duty holder organisation.  Gender composition of senior leaders in the duty holder organisation. Additional measures (optional): |
| **Target/s (recommended)**  What quantitative (measurable) change or outcome are you aiming for? |  |

### Strategies (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| Strategy ****(required)**** | Responsible  (recommended) | Timeline  (recommended) | Related to other indicators?  (recommended) |
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Repeat as many rows as needed.

## Indicator 2: Gender composition of the governing body

### Describing the problem (see [step 2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-2-analysing-your-audit-data-identify-forms-gender-inequality))

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| **Analyse audit data (required)**  Describe the key gender inequality problems identified by your audit.  Suggested word range: 150-400 words. | **Critical performance measures:**  Gender composition of the duty holder organisation’s governing body in 2025: |

### Setting metrics (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| **Measures (required)**  What will you measure to assess the performance of your strategies? | Critical performance measures: Gender composition of the duty holder organisation’s governing body. Additional measures (optional): |
| **Target/s (recommended)**  What quantitative (measurable) change or outcome are you aiming for? |  |

### Strategies (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| Strategy ****(required)**** | Responsible  (recommended) | Timeline  (recommended) | Related to other indicators?  (recommended) |
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Repeat as many rows as needed.

## Indicator 3: Equal remuneration for work of equal or comparable value across all levels of the workforce, irrespective of gender

### Describing the problem (see [step 2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-2-analysing-your-audit-data-identify-forms-gender-inequality))

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| **Analyse audit data (required)**  Describe the key gender inequality problems identified by your audit.  Suggested word range: 150-400 words. | **Critical performance measures:**  Mean total remuneration gender pay gap by occupation group in 2025:  Mean total remuneration senior leader gender pay gap in 2025:  **Supplementary measures:**  Mean base salary pay gap in 2025:  Median total remuneration pay gap in 2025:  Median base salary pay gap in 2025: |

### Setting metrics (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| **Measures (required)**  What will you measure to assess the performance of your strategies? | Critical performance measures: Mean total remuneration gender pay gap by occupation group.  Mean total remuneration senior leader gender pay gap. Supplementary measures: Mean base salary pay gap.  Median total remuneration pay gap.  Median base salary pay gap. Additional measures (optional): |
| **Target/s (recommended)**  What quantitative (measurable) change or outcome are you aiming for? |  |

### Strategies (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| Strategy ****(required)**** | Responsible  (recommended) | Timeline  (recommended) | Related to other indicators?  (recommended) |
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Repeat as many rows as needed.

## Indicator 4: Sexual harassment in the workplace

### Describing the problem (see [step 2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-2-analysing-your-audit-data-identify-forms-gender-inequality))

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| **Analyse audit data (required)**  Describe the key gender inequality problems identified by your audit.  Suggested word range: 150-400 words. | **Critical performance measures:**  Anonymous experience rate of sexual harassment in 2025:  Number of formal reports of sexual harassment in 2025:  **Supplementary measures:**  Participants who said they reported sexual harassment in 2025:  Reasons for not making a formal sexual harassment complaint in 2025:  Satisfaction with handling of workplace sexual harassment complaint in 2025:  Satisfaction with handling of formal workplace sexual harassment complaint in 2025: |

### Setting metrics (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| **Measures (required)**  What will you measure to assess the performance of your strategies? | Critical performance measures: Anonymous experience rate of sexual harassment.  Number of formal reports of sexual harassment. Supplementary measures: Participants who said they reported sexual harassment.  Reasons for not making a formal sexual harassment complaint.  Satisfaction with handling of workplace sexual harassment complaint.  Satisfaction with handling of formal workplace sexual harassment complaint. Additional measures (optional): |
| **Target/s (recommended)**  What quantitative (measurable) change or outcome are you aiming for? |  |

### Strategies (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| Strategy ****(required)**** | Responsible  (recommended) | Timeline  (recommended) | Related to other indicators?  (recommended) |
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## Indicator 5: Recruitment and promotion practices in the workplace

### Describing the problem (see [step 2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-2-analysing-your-audit-data-identify-forms-gender-inequality))

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| **Analyse audit data (required)**  Describe the key gender inequality problems identified by your audit.  Suggested word range: 150-400 words. | **Critical performance measures:**  Gender composition of recruited employees in 2025:  Gender composition of employees who were promoted in 2025:  Perceptions of recruitment, by gender in 2025:  Perceptions of promotion, by gender in 2025: |

### Setting metrics (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| **Measures (required)**  What will you measure to assess the performance of your strategies? | Critical performance measures: Gender composition of recruited employees.  Gender composition of employees who were promoted.  Perceptions of recruitment, by gender.  Perceptions of promotion, by gender. Additional measures (optional): |
| **Target/s (recommended)**  What quantitative (measurable) change or outcome are you aiming for? |  |

### Strategies (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| Strategy ****(required)**** | Responsible  (recommended) | Timeline  (recommended) | Related to other indicators?  (recommended) |
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Repeat as many rows as needed.

## Indicator 6: Availability and utilisation of terms, conditions and practices relating to: family violence leave, flexible working arrangements, and working arrangements supporting employees with family or caring responsibilities

### Describing the problem (see [step 2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-2-analysing-your-audit-data-identify-forms-gender-inequality))

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| **Analyse audit data (required)**  Describe the key gender inequality problems identified by your audit.  Suggested word range: 150-400 words. | **Critical performance measures:**  Average weeks of parental leave, by gender in 2025:  Uptake of flexible work, by gender in 2025:  Perceptions of flexible work culture, by gender in 2025:  **Supplementary measures:**  Gender composition of parental leave takers in 2025:  Gender gap in carer’s leave in 2025: |

### Setting metrics (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| **Measures (required)**  What will you measure to assess the performance of your strategies? | Critical performance measures: Average weeks of parental leave, by gender.  Uptake of flexible work, by gender.  Perceptions of flexible work culture, by gender. Supplementary measures: Gender composition of parental leave takers.  Gender gap in carer’s leave. Additional measures (optional): |
| **Target/s (recommended)**  What quantitative (measurable) change or outcome are you aiming for? |  |

### Strategies (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| Strategy ****(required)**** | Responsible  (recommended) | Timeline  (recommended) | Related to other indicators?  (recommended) |
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Repeat as many rows as needed.

## Indicator 7: Gendered segregation within the workplace

### Describing the problem (see [step 2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-2-analysing-your-audit-data-identify-forms-gender-inequality))

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| **Analyse audit data (required)**  Describe the key gender inequality problems identified by your audit.  Suggested word range: 150-400 words. | **Critical performance measures:**  Occupational gender segregation in 2025: |

### Setting metrics (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| **Measures (required)**  What will you measure to assess the performance of your strategies? | Critical performance measures: Occupational gender segregation. Additional measures (optional): |
| **Target/s (recommended)**  What quantitative (measurable) change or outcome are you aiming for? |  |

### Strategies (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| Strategy ****(required)**** | Responsible  (recommended) | Timeline  (recommended) | Related to other indicators?  (recommended) |
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Repeat as many rows as needed.

## Additional areas of focus (optional):

### Describing the problem (see [step 2](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-2-analysing-your-audit-data-identify-forms-gender-inequality))

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| **Analyse audit data (required)**  Describe the key gender inequality problems identified by your audit.  Suggested word range: 150-400 words. |  |

### Setting metrics (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| **Measures (required)**  What will you measure to assess the performance of your strategies? | Performance measures:Additional measures (optional): |
| **Target/s (recommended)**  What quantitative (measurable) change or outcome are you aiming for? |  |

### Strategies (see [step 6](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-6-developing-your-strategies-and-measures))

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| Strategy ****(required)**** | Responsible  (recommended) | Timeline  (recommended) | Related to other indicators?  (recommended) |
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Repeat as many rows as needed.

# F) Resourcing your GEAP

**Refer to step 8 in the** [**2026 GEAP guidance**](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-8-resourcing-your-geap#81-develop-a-plan-that-show-how-your-geap-will-be-resourced-recommended)**:**

* 8.1 Developing a resourcing plan that outlines how your GEAP will be adequately resourced (required)

**Need further help on resourcing? Consider (recommended):**

* [Prioritising your strategies](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-further-how-guides-2026/developing-your-strategies#prioritising-your-strategies)

## Section 13: Identifying current and required resources (recommended)

Describe your assessment of the resourcing needs to implement your GEAP over its life cycle ([see step 8.1](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-8-resourcing-your-geap#81-develop-a-plan-that-show-how-your-geap-will-be-resourced-recommended)). This might include what you currently have, what you need and (if required) how you will fill any resourcing gaps. Suggested word range: 150-400 words.

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## Section 14: Developing a resourcing plan (required)

Describe how you have adequately resourced the development of your GEAP and how you will adequately resource the implementation of the strategies in your GEAP to ensure you make reasonable and material progress on each of the workplace gender equality indicators in the Act ([see step 8.1](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/step-8-resourcing-your-geap#81-develop-a-plan-that-show-how-your-geap-will-be-resourced-recommended)). Describe how you will monitor whether your resourcing is effective or needs adjustment during the life of the plan. Suggested word range: 150-400 words.

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## Any other additions or comments (optional)

Provide any other additions in relation to any aspect of your GEAP.

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**You have come to the end of the GEAP template.**

Have you included all the minimum requirements? Use [the checklist in the 2026 GEAP guidance](https://www.genderequalitycommission.vic.gov.au/gender-equality-action-plan-guidance-2026/geap-checklist).

**We’d love to hear from you!**

Your feedback is valuable to us. You are welcome to provide us with feedback on how you went with developing your **GEAP**, including how useful the guidance, templates and supports were to you.

You can do by clicking on the link: [Feedback to the Commission for Gender Equality in the Public Sector](https://forms.office.com/r/u9J2hXzw2C).