

YWCA Equal Pay Awards – Innovation Category

This award celebrates innovative responses to addressing the equal pay gap. These organisations are not afraid to try new things and look outside the box. Each Innovation entry covers ONE initiative only. An organisation may have more than one entry, additional entry fees apply.

1. Organisation Name
2. Number of employees
3. Ownership
4. Sector
5. Industry
6. Does the information provided cover your entire workforce? Yes / No
7. If the information does not cover your entire workforce, please explain what parts are included and what is the basis for this selection
8. Please attach your organisational chart
9. Please upload populated YWCA Equal Pay Awards Audit tool with the following data
 - a. Department
 - b. Staff Level - Tier 1 / Tier2 / Tier 3 / Tier 4
 - c. Gender - M/F/O
 - d. Hourly Pay rate (\$/h)
 - e. Employment status - Full time or Part time

Please note; the data submitted via the YWCA Equal Pay Awards Audit Tool is anonymized when provided to the independent auditor, Strategic Pay. This process is required to provide judges a standard measurement across all entrants. The generated gender pay gap from this simplified tool will not be made publically available.

10. I agree to provide my personal and company details to Strategic Pay in order to receive a customised Diversity Dashboard, valued at \$1,000, free of charge. Yes / No

CATEGORY QUESTIONS

*Explanation of the **initiative** accounts for 40% of the total judging criteria*

11. Please tell us about an initiative which specifically addresses Equal Pay within your organisation. Please note; this entry is for one innovative initiative only. If you wish to have another initiative considered please submit another entry. (500 words)
12. Why was this initiative developed? (500 words)

*Explanation of **implementation** accounts for 15% of the total judging criteria*

13. How was the initiative developed? (500 words)
14. How was the initiative introduced and implemented? (500 words)

*Explanation of **support** accounts for 15% of the total judging criteria*

15. What level of support do you have for your work in equal pay from the governance board / executive / leaders / managers of the organisation?
16. Please explain how this support is visible. (500 words)
17. Who is accountable for the success of the equal pay work and how is the success communicated? (500 words)

Evidence provided accounts for 30% of the total judging criteria

18. Please explain and provide evidence of how your work in Equal Pay has benefited employees and the workplace. (1000 words)
19. Please explain and provide evidence of how the equal pay work has provided any other benefits such as economic, organisational growth, loyalty, human resources, recruitment, speaking opportunities, advocacy etc. (1000 words)



Enter the YWCA Equal Pay Awards at www.equalpay.awardsplatform.com
For support, e: admin@akywca.org.nz p: 09 522 8219 w: www.akywca.org.nz

YWCA Equal Pay Awards – Leadership Category

This award celebrates organisations who exemplify excellence. These organisations understand the benefits of gender equality and lead the way for others to follow. They are role models who are active in the community and media sharing their stories and inspiring others to follow.

1. Organisation Name
2. Number of employees
3. Ownership
4. Sector
5. Industry
6. Does the information provided cover your entire workforce? Yes / No
7. If the information does not cover your entire workforce, please explain what parts are included and what is the basis for this selection
8. Please attach your organisational chart
9. Please upload populated YWCA Equal Pay Awards Audit tool with the following data
 - a. Department
 - b. Staff Level - Tier 1 / Tier2 / Tier 3 / Tier 4
 - c. Gender - M/F/O
 - d. Hourly Pay rate (\$/h)
 - e. Employment status - Full time or Part time

Please note; the data submitted via the YWCA Equal Pay Awards Audit Tool is anonymized when provided to the independent auditor, Strategic Pay. This process is required to provide judges a standard measurement across all entrants. The generated gender pay gap from this simplified tool will not be made publically available.

10. I agree to provide my personal and company details to Strategic Pay in order to receive a customised Diversity Dashboard, valued at \$1,000, free of charge. Yes / No
-

CATEGORY QUESTIONS

*Explanation of the **initiative** accounts for 55% of the total judging criteria*

11. Please tell us what your organisation does to display leadership in terms of Equal Pay and how you lead the way. (1000 words)
12. Please explain why equal pay leadership is a focus for your organisation? (500 words)

*Explanation of **support** accounts for 15% of the total judging criteria*

13. What level of support do you have for your work in equal pay from the governance board / executive / leaders / managers of the organisation?
14. Please explain how this support is visible. (500 words)
15. Who is accountable for the success of the equal pay work and how is the success communicated? (500 words)

Evidence provided accounts for 30% of the total judging criteria

16. Please explain and provide evidence of how your work in Equal Pay has benefited employees and the workplace. (1000 words)
17. Please explain and provide evidence of how the equal pay work has provided any other benefits such as economic, organisational growth, loyalty, human resources, recruitment, speaking opportunities, advocacy etc. (1000 words)



Enter the YWCA Equal Pay Awards at www.equalpay.awardsplatform.com
For support, e: admin@akywca.org.nz p: 09 522 8219 w: www.akywca.org.nz

YWCA Equal Pay Awards – Progressive Category

This award recognises organisations who have demonstrated commitment to Equal Pay and continue to make sustained advances and improvements to address the issue. They have created a working environment where individuals, regardless of gender, have equal opportunities.

1. Organisation Name
2. Number of employees
3. Ownership
4. Sector
5. Industry
6. Does the information provided cover your entire workforce? Yes / No
7. If the information does not cover your entire workforce, please explain what parts are included and what is the basis for this selection
8. Please attach your organisational chart
9. Please upload populated YWCA Equal Pay Awards Audit tool with the following data
 - a. Department
 - b. Staff Level - Tier 1 / Tier2 / Tier 3 / Tier 4
 - c. Gender - M/F/O
 - d. Hourly Pay rate (\$/h)
 - e. Employment status - Full time or Part time

Please note; the data submitted via the YWCA Equal Pay Awards Audit Tool is anonymized when provided to the independent auditor, Strategic Pay. This process is required to provide judges a standard measurement across all entrants. The generated gender pay gap from this simplified tool will not be made publically available.

10. I agree to provide my personal and company details to Strategic Pay in order to receive a customised Diversity Dashboard, valued at \$1,000, free of charge. Yes / No

CATEGORY QUESTIONS

*Explanation of the **initiative** accounts for 40% of the total judging criteria*

11. Please tell us about what your organisation does to specifically address Equal Pay. (1000 words)
12. Please explain why you are you doing what you are doing in terms of gender equal pay? (500 words)

*Explanation of **implementation** accounts for 15% of the total judging criteria*

13. Please explain your equal pay journey - in terms of where you have come from and where you are going. (500 words)

*Explanation of **support** accounts for 15% of the total judging criteria*

14. What level of support do you have for your work in equal pay from the governance board / executive / leaders / managers of the organisation?
15. Please explain how this support is visible. (500 words)
16. Who is accountable for the success of the equal pay work and how is the success communicated? (500 words)

Evidence provided accounts for 30% of the total judging criteria

17. Please explain and provide evidence of how your work in Equal Pay has benefited employees and the workplace. (1000 words)
18. Please explain and provide evidence of how the equal pay work has provided any other benefits such as economic, organisational growth, loyalty, human resources, recruitment, speaking opportunities, advocacy etc. (1000 words)



Enter the YWCA Equal Pay Awards at www.equalpay.awardsplatform.com
For support, e: admin@akywca.org.nz p: 09 522 8219 w: www.akywca.org.nz

YWCA Equal Pay Awards – On the Journey Category

This Award recognises a milestone achievement by an organisation, which has just begun to embark on its equal pay journey. Organisations may enter one or more initiative that are no more than two years old and they can relate to any of the organisational Award categories.

1. Organisation Name
2. Number of employees
3. Ownership
4. Sector
5. Industry
6. Does the information provided cover your entire workforce? Yes / No
7. If the information does not cover your entire workforce, please explain what parts are included and what is the basis for this selection
8. Please attach your organisational chart
9. Please upload populated YWCA Equal Pay Awards Audit tool with the following data
 - a. Department
 - b. Staff Level - Tier 1 / Tier2 / Tier 3 / Tier 4
 - c. Gender - M/F/O
 - d. Hourly Pay rate (\$/h)
 - e. Employment status - Full time or Part time

Please note; the data submitted via the YWCA Equal Pay Awards Audit Tool is anonymized when provided to the independent auditor, Strategic Pay. This process is required to provide judges a standard measurement across all entrants. The generated gender pay gap from this simplified tool will not be made publically available..

10. I agree to provide my personal and company details to Strategic Pay in order to receive a customised Diversity Dashboard, valued at \$1,000, free of charge. Yes / No
-

CATEGORY QUESTIONS

*Explanation of the **initiative** accounts for 40% of the total judging criteria*

11. Please tell us about a new initiative(s) that you started less than 24 months ago which specifically addresses Equal Pay within your organisation. (500 words)
12. Why was this initiative(s) developed? (500 words)

*Explanation of **implementation** accounts for 15% of the total judging criteria*

13. How was the initiative(s) developed? (500 words)
14. How was the initiative(s) introduced and implemented? (500 words)

*Explanation of **support** accounts for 15% of the total judging criteria*

15. What level of support do you have for your work in equal pay from the governance board / executive / leaders / managers of the organisation?
16. Please explain how this support is visible. (500 words)
17. Who is accountable for the success of the equal pay work and how is the success communicated? (500 words)

Evidence provided accounts for 30% of the total judging criteria

18. Please explain and provide evidence of how your work in Equal Pay has benefited employees and the workplace. (1000 words)
19. Please explain and provide evidence of how the equal pay work has provided any other benefits such as economic, organisational growth, loyalty, human resources, recruitment, speaking opportunities, advocacy etc. (1000 words)



Enter the YWCA Equal Pay Awards at www.equalpay.awardsplatform.com
For support, e: admin@akywca.org.nz p: 09 522 8219 w: www.akywca.org.nz

YWCA Equal Pay Awards – Community Category

This Award recognises an organisation in the 'profit for purpose' or 'not for profit' sectors. We recognise that these organisations have unique pay challenges compared to the private sector and by sharing achievements through this award category, we hope to inspire other organisations to come on the journey. An entry can cover more than one initiative and it can relate to any of the organisational Award categories.

1. Organisation Name
 2. Number of employees
 3. Ownership
 4. Sector
 5. Industry
 6. Does the information provided cover your entire workforce? Yes / No
 7. If the information does not cover your entire workforce, please explain what parts are included and what is the basis for this selection
 8. Please attach your organisational chart
 9. Please upload populated YWCA Equal Pay Awards Audit tool with the following data
 - a. Department / Division / Section
 - b. Staff Level - Tier 1 - 4
 - c. Gender - M/F/O
 - d. Hourly Pay rate (\$/h)
 - e. Employment status - Full time or Part time
 10. I agree to provide my personal and company details to Strategic Pay in order to receive a customised Diversity Dashboard, valued at \$1,000, free of charge. Yes / No
-

CATEGORY QUESTIONS

*Explanation of the **initiative** accounts for 40% of the total judging criteria*

11. Please tell us about an initiative(s) which specifically addresses Equal Pay within your organisation. (500 words)
12. Why was this initiative(s) developed? (500 words)

*Explanation of **implementation** accounts for 15% of the total judging criteria*

13. How was the initiative developed? (500 words)
14. How was the initiative(s) introduced and implemented? (500 words)

*Explanation of **support** accounts for 15% of the total judging criteria*

15. What level of support do you have for your work in equal pay from the governance board / executive / leaders / managers of the organisation?
16. Please explain how this support is visible. (500 words)
17. Who is accountable for the success of the equal pay work and how is the success communicated (500 words)

Evidence provided accounts for 30% of the total judging criteria

18. Please explain and provide evidence of how your work in Equal Pay has benefited employees and the workplace. (1000 words)
19. Please explain and provide evidence of how the equal pay work has provided any other benefits such as economic, organisational growth, loyalty, human resources, recruitment, speaking opportunities, advocacy etc. (1000 words)



Enter the YWCA Equal Pay Awards at www.equalpay.awardsplatform.com
For support, e: admin@akywca.org.nz p: 09 522 8219 w: www.akywca.org.nz

YWCA Equal Pay Awards – Champion Category

Celebrating the champions of equal pay

An organisation or individual can nominate this award to go to an individual who has demonstrated commitment to Equal Pay and gender equality. Someone who has inspired others, shared their story, stood up for what they believe and made a meaningful impact. An individual may also choose to enter on their own accord.

1. Name of person being nominated (or your name if this is a self- nomination):
2. Nominee contact details
3. Please provide a summary of why this person should be recognised as a Champion for gender equal pay. (500 words)
4. Nomination evidence (if applicable) (500 words)
5. Would you be prepared to provide further information if required?

FREQUENTLY ASKED QUESTIONS

Where do I start?

1. Go to www.equalpay.awardsplatform.com and register an account
2. Select your entry category or categories and download the entry criteria before you begin
3. Gather all the necessary information required to start your entry including supplementary documentation
4. Download the YWCA Equal Pay Awards Data Tool and populate the remuneration data
5. Ensure you have completed your entry before 5pm Friday 6th September 2019.



Enter the YWCA Equal Pay Awards at www.equalpay.awardsplatform.com
For support, e: admin@akywca.org.nz p: 09 522 8219 w: www.akywca.org.nz

Eligibility & Entry

1. Entry is open to any registered New Zealand companies, incorporated societies and business organisations that employ staff.
2. An individual or representative from an organisation may nominate a person for the Champion Award. This award may also be self-nominated.
3. Applications for YWCA Equal Pay Awards entry must be posted online via <https://equalpay.awardsplatform.com> before 5.00pm on Friday, 6th September 2019.
4. Entrants may be asked to provide digital imaging of logos and other graphical material to accompany any publicity in connection with the competition.
5. Entrants must select a category and enter information as requested. Where supplementary information is provided it must be made clear to the judges to which question it relates or it may not be included in the judging process.
6. Organisations can enter more than one category and entry fees apply to each entry.
7. YWCA is not liable for any dispute over accuracy or factual correctness of any entry content at any time.
8. Entry fees are required to cover administration costs. Entry fees are nonrefundable.
 - Organisational categories - \$400.00 plus GST (Includes two complimentary tickets to awards ceremony)
 - Individual Category (Champion) – free of charge

Confidentiality & Use of Information

1. Subject to paragraph 4 below, all entries and supporting data will be treated with the utmost confidentiality.
2. All finalists and winners will be announced to media. Finalists and winners may be called on to take part in publicity for interviews and comment and by lodging an entry will be taken to have agreed to do so. Failure to do so will result in that entry being disqualified from the awards programme. No confidential or sensitive data pertaining to an entry will be used for this media activity.
3. YWCA will be entitled to show on its website and in other marketing, details (accompanied by logos and other graphics) of finalists and winners through a summarised case study outlining the achievements and why they have been selected. No confidential or sensitive data pertaining to an entry will be required for this marketing activity.
4. The data submitted via the YWCA Equal Pay Awards Audit Tool is anonymized when provided to the independent auditor, Strategic Pay. This process is required to provide judges a standard measurement across all entrants. The generated gender pay gap from this simplified tool will not be made publically available. Entrants may choose to complete optional fields and provide organisational details to receive a more comprehensive dashboard free of charge, provided by Strategic Pay.

Judging and Prizes

1. Individual judges will not adjudicate on entries where there is a conflict of interest.
2. The judges' decision is final and no correspondence will be entered into about the entries, selection of award winners or any other aspect of the awards.
3. Judges reserve the right in any category to make no award in any category, to select an entry only as highly commended and not winner, or award joint winners.
4. In addition to category prizes or awards the Judges will - if they decide that such an award is merited –select a Supreme winner out of the category winners of awards or prizes. A Supreme title can be held no longer than three years by the same organisation.
5. Winners will be announced at the Awards ceremony event on 13 November – venue to be confirmed.



The YWCA Auckland is part of the world's largest women's organisations, a global network of 25 million women leading social and economic change in over 120 countries worldwide. A charitable organisation, we have a proud heritage of providing free community programmes for over 130 years. If your organisation would like to contribute towards these the life-changing community programmes, please visit our website here to donate – www.akywca.org.nz.



Enter the YWCA Equal Pay Awards at www.equalpay.awardsplatform.com
For support, e: admin@akywca.org.nz p: 09 522 8219 w: www.akywca.org.nz