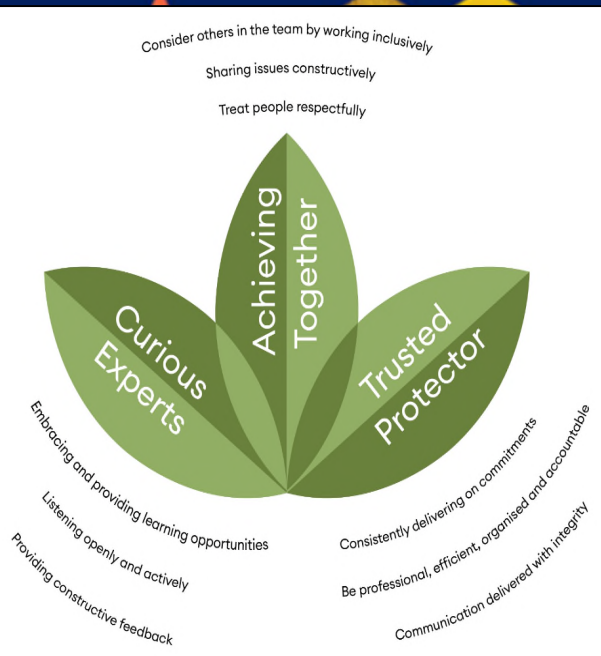


Pay Gaps Action Plan

Our mission is **Protecting the Health and Wealth of New Zealand**, closing all pay gaps is a priority for IANZ.

Our commitments to Kia Toipoto

- Make progress towards closing gender, Māori, Pacific, and ethnic pay gaps
- Accelerate progress for wāhine Māori, Pacific women, and women from ethnic communities
- Create a fairer workplace for all, including disabled people and members of rainbow communities.
- Ensure bias does not influence starting salaries or pay for employees in the same or similar roles
- Have plans to improve gender and ethnic representation in our workforce and leadership
- Develop equitable career pathways and opportunities to progress
- Protect against bias and discrimination in HR and remuneration policies and practices
- Build cultural competence
- Normalise flexible working



IANZ – Our People

IANZ protects the health and wealth of New Zealand by ensuring that the companies who test or inspect the products and services you buy, consume, use or are surrounded by every day, are safe, accurate, and aren't doing us harm. IANZ believes that a diverse workforce is essential for it to be able to deliver its strategic objectives and continue to meet its responsibilities to its customers, its employees and the communities in which it operates.

Our Team:

- We have flexible working arrangements in place with 96% of our employees working from home up to 60% of the time, and 17% of employees working fully remotely.
- The largest portion of our people are NZ European at 53% with Chinese, Indian and Other European each making up 6% respectively. We have low Māori and Pacific Island representation, and this is an area of focus for us for the future.
- We have more women than men in our workforce, with more women holding positions of leadership and senior management. Female employees make up 60% of our workforce.
- We are currently a team of 54 people; our size means that any change in our workforce means a significant impact on all statistics including gender and ethnicity.
- We will continue to review and analyse pay differences, but need to keep in mind that the measures might not be statistically robust and should therefore be treated as indicators. Given this situation we will also use other information, such as trends, our workforce profile, people data, individual input and recruitment statistics, to help indicate our progress.

Current Operations FY 22/23

- We have revised criteria for achieving each of the salary bands for our Accreditation Assessor roles. These have been designed to encourage cross-training across different departments to give additional development opportunities for all. We have increased transparency in our salary bands to ensure greater equity.
- A Recruitment Policy has been introduced to outline the principles for ensuring IANZ remains equitable, inclusive and diverse in its recruitment practices. As part of this we have reviewed our recruiting practices and recruitment agencies, and hope the changes and improvements made will see an increase in application and appointments for wāhine Māori, Pacific women, disabled people and members of rainbow communities, as well as a greater range of ethnicities.
- A Diversity, Equity and Inclusion Policy has been drafted and is awaiting sign off. This will ensure we are operating in a manner that recognises the value of diverse and inclusive work practices, demonstrably promoting equity and protecting against bias and discrimination in all forms.
- In line with above we have joined Diversity Works and are in the process of completing their Diversity Audit.
- IANZ completed a job scoping analysis via an external agency in 2021; since then a lot of work has gone into evening out and making adjustments to any apparent inequalities in terms of our employees' pay. This has included ensuring like for like roles are remunerated equitably.
- Overall our information tells us that we are making good progress towards reducing inequity and pay gaps. We expect to see continuous improvement as we move to embedding our practices and implement greater monitoring of our impact.

As an agency our focus is on the following for FY 23/24:

- Delivering unconscious bias training to all employees to build bias awareness and to mitigate the potential effects of bias.
- Delivering Cultural Competence training to all employees to increase our understanding of Te Ao Māori.
- Reviewing HR policies to remove any bias, mitigate inequities and encourage diversity, including a review of our Flexible Working Policy and corresponding practices to ensure we are flexible by default.
- Creating procedures and practices around our new Policies (Remuneration, Recruitment and Diversity, Equity & Inclusion), and finalising and implementing those still in progress.
- A diversity and inclusion strategic plan will be built off the back of the new policy, and the diversity audit will be completed in line with the criteria from Diversity Works. A Diversity Committee will be created with representation from a range of our employees, to build the Diversity & Inclusion Strategic Plan across the priorities of Papa Pounamu.
- Our Wellbeing Committee will continue to focus on and increase the wellbeing of all of our people from a holistic perspective.
- Developing internal metrics and monitoring with further analysis of where gaps lie in our organisation or to identify areas for future focus. Our various working groups and committees (Diversity and Wellbeing, for example) will also have input to future Kia Toipoto initiatives.

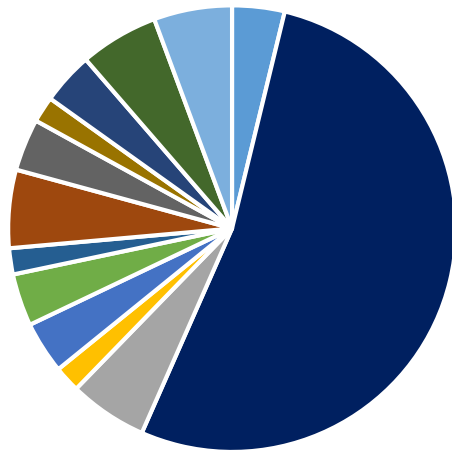
OUR COMMITMENTS: FY 23/24

COMMITMENT	CURRENT ACTIONS 22/23	FUTURE ACTIONS 23/24	MEASUREMENT
Make progress towards closing gender, Māori, Pacific, and ethnic pay gaps	<ul style="list-style-type: none"> An audit has been done to identify areas where pay gaps exist. Remuneration Policy. Recruitment Policy. 	<ul style="list-style-type: none"> Creating procedures and practices around our newly implemented Recruitment, Remuneration and Diversity, Equity and Inclusion Policies. Implementation of Reumeration Policy. Create transparency of salary bands and associated criteria. 	Salary bands are communicated and transparent; employees sit within bands and on a scale according to their evel of skill and experience. What is required to move along scales or between bands is clear to all.
Accelerate progress for wāhine Māori, Pacific women, and women from ethnic communities		<ul style="list-style-type: none"> Developing internal metrics and monitoring with further analysis of where gaps lie in our organisation or to identify areas to focus on in the future. 	Where practicable shortlist wāhine Māori, Pacific women, and women from ethnic communities for vacancies. Ensure wāhine Māori, Pacific women, and women from ethnic communities are encouraged and supported to take up development opportunities.
Create a fairer workplace for all, including disabled people and members of rainbow communities.	<ul style="list-style-type: none"> A Diversity, Equity and Inclusion Policy has been developed. Diversity Works has been engaged. Our physical workspaces are accessible. We have a gender neutral bathroom available. 	<ul style="list-style-type: none"> Our Wellbeing Committee will continue to focus on the wellbeing of all of our people from a holistic perspective. Delivering unconscious bias training on an ongoing basis to build bias awareness. Introduce training and development activities to build cultural competence. 	A comprehensive and inclusive Wellbeing Strategy is in place.
Ensure bias does not influence starting salaries or pay for employees in the same or similar roles	<ul style="list-style-type: none"> An audit has been done of all starting salaries. 	<ul style="list-style-type: none"> Delivering unconscious bias training to build bias awareness and culture competence. 	Salary bands are transperant and no pay gaps exist between comparable roles, including starting salaries.
Have plans to improve gender and ethnic representation in our workforce and leadership	<ul style="list-style-type: none"> Joined Diversity Works. Improve our Recruitment processes. 	<ul style="list-style-type: none"> Develop Recruitment Guidelines along with templates for interviewing that ensure fairness and equality and remove any bias. Our various working groups and committees will also have input to future Kia Toipoto initiatives. 	Ensure Māori, Pacific, and people from other ethnic communities are encouraged and supported to take up development opportunities.
Develop equitable career pathways and opportunities to progress	<ul style="list-style-type: none"> Review of salary bands and criteria attached. 	<ul style="list-style-type: none"> Implementation of Reumeration Policy. Create transparency of salary bands and associated criteria. 	
Protect against bias and discrimination in HR and remuneration policies and practices		<ul style="list-style-type: none"> Reviewing HR policies to remove any bias, mitigate inequities and encourage diversity. Reviews will also aim to align our policies with guidance published to support the implementation of Kia Toipoto. 	Minorities are not disadvantaged at IANZ.

COMMITMENT	CURRENT ACTIONS 22/23	FUTURE ACTIONS 23/24	MEASUREMENT
Build cultural competence	<ul style="list-style-type: none"> Te Reo / Te Tiriti training for all employees (our strategic plan goals include all people reaching beginner level te reo, with 10% reaching intermediate this year). Joined Diversity works. Offering their courses to our people as they arise. 	<ul style="list-style-type: none"> A diversity and inclusion strategic plan will be built off the back of the new policy, and a diversity audit in line with the criteria from Diversity Works. Introduce training and development activities to build cultural competence. Continue building on our Te Reo / Te Tiriti journey. Establish relationships with tangata whenua to encourage open communication and collaboration. 	IANZ knowledge of Te Tiriti o Waitangi permits informed discussion and incorporation of Treaty principles. Te reo Maori is routinely used and embraced by IANZ people.
Normalise flexible working	<ul style="list-style-type: none"> 60% of people actively working flexibly. 17% of people working fully remote. 	<ul style="list-style-type: none"> Conduct a review of our Flexible Working Policy and corresponding practices to ensure we are flexible by default. Our Strategic Plan goals include flexible working for 70%+ of our people and remote working averages of 40%+. 	Flexible working by default is a reality at IANZ

PROFILING IANZ: March 2023

Ethnic Profile of IANZ



- NZ
- NZ European
- Chinese
- Māori
- South African
- Pacific Island
- Russian
- European
- British
- Pakistani
- Australian
- Unknown
- Indian

Gender Profile

