IN THE FAIR WORK COMMISSION

AM2015/2 Family Friendly Work Arrangements

WITNESS STATEMENT OF JEREMY LAPPIN

I, Jeremy Lappin of Unit 7, 151 Teralba Rd Adamstown, New South Wales, 2289 do solemnly and sincerely declare and state the following:

Background

1. I am employed by the Australian Industry Group (**Ai Group**) as a Law Clerk. I have been employed by Ai Group in this role for approximately six months.

2. I am currently undertaking a Juris Doctor degree, at the University of Newcastle and have completed 18 of 28 units.

The Joint Employer Survey regarding the Family Friendly Work Arrangements Case

3. In mid-September 2017, I was advised by Ai Group's Workplace Relations Policy Team that Ai Group and various other employer associations had conducted a joint employer survey regarding the Family Friendly Work Arrangements Case (**the Joint Employer Survey**). I was not involved in the setting up or conduct of the survey.

4. The LimeSurvey version used for the Joint Employer Survey was version 2.05+ Build 150310.

5. LimeSurvey is a free and open source online survey application that enables users to develop and publish online surveys and collect responses without the user doing any programming.

6. A copy of the survey questions can be found at **Attachment A.** I obtained these questions after the survey was closed directly from LimeSurvey.

Results of the Joint Employer Survey

7. It is my understanding that the Joint Employer Survey closed at 4pm on 8 September 2017.

8. The table below summarises the survey completion data:

Status	Number
Complete responses	2616
Incomplete responses	2994

9. As can be seen, 2616 respondents submitted a 'complete response', meaning that they answered all mandatory questions in the survey and clicked 'submit' at the end of the survey. An 'incomplete response' is where a respondent opened the survey but did not answer all mandatory questions and / or did not click 'submit' at the end of the survey.

10. On 19 September 2017, I used LimeSurvey to export the raw survey data to Microsoft Excel. This is a full record of the responses that were collected during the survey period from the 2616 respondents that submitted a complete response (see **Attachment B**).

11. On the instructions of Ai Group's Workplace Relations Policy Team, I then manipulated the Excel document as follows:

    a. I caused Excel to convert the spreadsheet data to a table. This caused the column headings to be coloured dark blue, and each alternate row in the spreadsheet to be coloured light blue. This made the data easier to read.

    b. All responses that answered "no" or "don't know" to the survey question "is your business covered by one or more modern award" were deleted from the spreadsheet. This left 2032 responses.

    c. I used Microsoft Excel functions to calculate:

        i. The total sum of full-time employees employed by each respondent. I did this by totalling the number of male full-time

employees and female full-time employees that each respondent said they employed.

To complete this calculation, I created a new column in the Excel spreadsheet and inserted a formula which caused Excel to automatically add up the numbers in the preceding two columns titled: "How many employees does your business currently employ in Australia- [Full-time][Male]" and "How many employees does your business currently employ in Australia- [Full-time][Female]" in relation to each of the 2032 responses.

ii. The total sum of part-time employees employed by each respondent. I did this by totalling the number of male part-time employees and female part-time employees that each respondent said they employed.

To complete this calculation, I created a new column in the Excel spreadsheet and inserted a formula which caused Excel to automatically add up the numbers in the preceding two columns titled: "How many employees does your business currently employ in Australia- [Part-time][Male]" and "How many employees does your business currently employ in Australia- [Part-time][Female]" in relation to each of the 2032 responses.

iii. The total sum of casual employees employed by each respondent. I did this by totalling the number of male casual employees and female casual employees that each respondent said they employed.

To complete this calculation, I created a new column in the Excel spreadsheet and inserted a formula which caused Excel to automatically add up the numbers in the preceding two columns titled: "How many employees does your business currently employ in Australia- [Casual][Male]" and "How many employees does your business currently employ in Australia- [Casual][Female]" in relation to each of the 2032 responses.

iv. The total sum of employees employed by each of the survey respondents. I did this by totalling the number of full-time employees, part-time employees and casual employees that each respondent said they employed.

To complete this calculation, I first created a new column in the Excel spreadsheet and inserted a formula which caused Excel to automatically add up the numbers in the three new columns that I created as described above. Then I inserted a formula at the bottom of the new column which caused Excel to total all respondents' employees.

12. It was necessary to perform these calculations in this way because the survey did not ask survey respondents to enter the total number of full-time employees, part-time employees, casual employees or all of their employees.

13. In total, the survey respondents employ 177,479 employees.

14. A copy of the resulting Excel document is at **Attachment C**.

15. On 22 September 2017, I used LimeSurvey to generate various reports that set out the quantitative results of the survey. I did this in accordance with the Ai Group's Workplace Relations Policy Team's instructions. Specifically, I was asked to generate reports using LimeSurvey that summarise the quantitative survey results in relation to all award-covered respondents as well as award-specific reports in relation to respondents who identified that they were covered by 28 modern awards.

16. The reports generated by LimeSurvey are attached as follows:

All Award Covered Respondents	**Attachment D**
Building and Construction General On-Site Award 2010	**Attachment E**
Clerks – Private Sector Award 2010	**Attachment F**
Commercial Sales Award 2010	**Attachment G**
Educational Services (Schools) General Staff Award 2010	**Attachment H**
Educational Services (Teachers) Award 2010	**Attachment I**
Electrical, Electronic and Communications and Contracting Award 2010	**Attachment J**
Food, Beverage and Tobacco Manufacturing Award 2010	**Attachment K**

General Retail Industry Award 2010	**Attachment L**
Graphic Arts, Printing and Publishing Award 2010	**Attachment M**
Hair and Beauty Industry Award 2010	**Attachment N**
Health Professionals and Support Services Award 2010	**Attachment O**
Horticulture Award 2010	**Attachment P**
Hospitality Industry (General) Award 2010	**Attachment Q**
Joinery and Building Trades Award 2010	**Attachment R**
Live Performance Award 2010	**Attachment S**
Manufacturing and Associated Industries and Occupations Award 2010	**Attachment T**
Meat Industry Award 2010	**Attachment U**
Pastoral Award 2010	**Attachment V**
Plumbing and Fire Sprinkling Award 2010	**Attachment W**
Professional Employees Award 2010	**Attachment X**
Restaurant Industry Award 2010	**Attachment Y**
Road Transport (Long Distance Operations) Award 2010	**Attachment Z**
Road Transport and Distribution Award 2010	**Attachment ZA**
Social, Community, Home Care and Disability Services Award 2010	**Attachment ZB**
Storage Services and Wholesale Award 2010	**Attachment ZC**
Timber Industry Award 2010	**Attachment ZD**
Vehicle Manufacturing, Repair, Services and Retail Award 2010	**Attachment ZE**
Wine Industry Award 2010	**Attachment ZF**

17. All reports were generated in PDF format.

18. To generate these reports using LimeSurvey, in each case I selected the relevant data set using various filters. For example, in relation to the question "Is your business covered by one or more modern award(s)" I selected "yes" for the purposes of Attachment D. As a further example, for Attachment E, I selected the *Building and Construction General On-Site Award 2010* in response to the question "Which modern awards cover your business?".

19. After selecting the correct filters, I clicked on "View Statistics", which had the effect of generating the report.

20. Preparing the reports was straight forward and each report took approximately two minutes to generate.

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Jeremy Lappin

Date:

List of Attachments

A	Survey Questions
B	Survey Results – All Responses
C	Survey Results – All Responses from Award Covered Respondents
D	Report – All Award Covered Respondents
E	Report – *Building and Construction General On-Site Award 2010*
F	Report – *Clerks – Private Sector Award 2010*
G	Report – *Commercial Sales Award 2010*
H	Report – *Educational Services (Schools) General Staff Award 2010*
I	Report – *Educational Services (Teachers) Award 2010*
J	Report – *Electrical, Electronic and Communications and Contracting Award 2010*
K	Report – *Food, Beverage and Tobacco Manufacturing Award 2010*
L	Report – *General Retail Industry Award 2010*
M	Report – *Graphic Arts, Printing and Publishing Award 2010*
N	Report – *Hair and Beauty Industry Award 2010*
O	Report – *Health Professionals and Support Services Award 2010*
P	Report – *Horticulture Award 2010*
Q	Report – *Hospitality Industry (General) Award 2010*
R	Report – *Joinery and Building Trades Award 2010*
S	Report – *Live Performance Award 2010*
T	Report – *Manufacturing and Associated Industries and Occupations Award 2010*
U	Report – *Meat Industry Award 2010*
V	Report – *Pastoral Award 2010*
W	Report – *Plumbing and Fire Sprinkling Award 2010*
X	Report – *Professional Employees Award 2010*
Y	Report – *Restaurant Industry Award 2010*
Z	Report – *Road Transport (Long Distance Operations) Award 2010*
ZA	Report – *Road Transport and Distribution Award 2010*
ZB	Report – *Social, Community, Home Care and Disability Services Award 2010*
ZC	Report – *Storage Services and Wholesale Award 2010*
ZD	Report – *Timber Industry Award 2010*
ZE	Report – *Vehicle Manufacturing, Repair, Services and Retail Award 2010*
ZF	Report – *Wine Industry Award 2010*