

Our 2020 Gender Pay Gap Report

Biotec Services International Limited trading as PCI Pharma Services

We are an employer voluntarily choosing to carry out Gender Pay Reporting under the Equality Act 2010 (Gender Pay Gap Information) Regulations 2017.

We are passionate about fairness, equality and inclusion and are committed to reducing our gender pay gap.

The gender pay gap is the difference between the average pay and bonus of men and women shown as a percentage. The gap is calculated across the entire workforce.

We can use these results to assess:

- The levels of gender equality in our workplace.
- The balance of male and female employees at different levels.

On 5 April 2020, we had 142 employees in our organisation, 46% of employees were female and 54% of employees were male.

We are committed to reducing and subsequently closing any identified gender pay disparity. This commitment is made in line with our understanding that a period of time and exploration of a number of different actions may be needed in order to achieve this aim.

Gender Pay Gap and Equal Pay are different

It is important to note that the Gender Pay Gap is different to Equal Pay.

Equal Pay is the pay difference between men and women who carry out the same or similar jobs. We are confident that men and women are paid equally for doing equivalent jobs across our organisation and there are no differences in starting pay.

Gender Pay Gap is a measure of the difference between men and women's average earnings across an organisation. It does not look at the specific jobs that each person is carrying out.

Gender Pay and Bonus Gap

The table below shows our overall **mean** (average) and **median** (middle) gender pay gap based on the hourly rate of pay between men and women at the snapshot date of 5 April 2020.

The table also shows the mean and median differences between bonus payments made to men and women in the year up to 5 April 2020.

Difference between men and women, reported as a percentage of men's pay		
2020	Mean	Median
Hourly fixed pay	16.5%	0.13%
Bonus paid	24%	0%

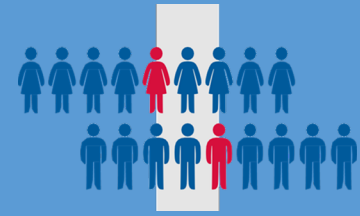
There is a small difference in the **median hourly pay rate** and no difference in the **median bonus paid** for male and female colleagues in 2020.

The gap in the **mean hourly pay rate** and **mean bonus paid** reflects the wide range of jobs available and includes those working at corporate levels across our organisation.

The above figures are based on full-pay 'relevant' employees, therefore any colleagues who were absent on the snapshot date of 5 April 2020 and did not receive full pay due to sickness, maternity leave etc. have been excluded. There were a number of employees who did not receive full pay on the snapshot date, had these been included the mean % difference would have improved slightly.

Mean and Median

If all employees were lined up by male and female, in order of pay from the highest to the lowest, the **median gender pay gap** compares the pay of the female in the **middle** to the pay of the male in the middle.



The **mean gender pay gap** shows the difference in the **average** hourly rate of pay between men and women i.e. the total pay of all men, divided by the number of men, compared to women on the same basis.

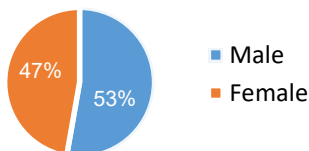
Gender Pay across Four Quartiles

The information below illustrates the gender pay gap across four quartiles. We can use these results to assess the levels of gender equality in our workplace and the balance of male and female employees at different levels.

How are pay quartiles calculated?

The quartiles analysis ranks men and women from the lowest to highest earners. This is then divided into four even groups to show the proportions of men and women in each of these four earnings groups.

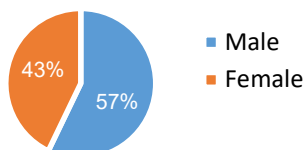
Upper Pay Quartile



Upper Pay Quartile - based on 19 Men and 17 Women

The Upper Pay Quartile represents a good balance between the genders.

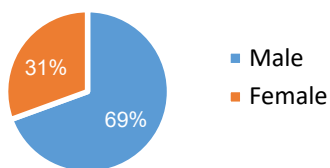
Upper Middle Quartile



Upper Middle Quartile – based on 20 Men and 15 Women

There is a higher percentage of men than women in the Upper Middle Quartile.

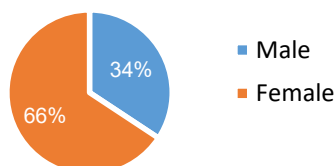
Lower Middle Quartile



Lower Middle Quartile - based on 25 Men and 11 Women

There is a higher percentage of men than women in the Lower Middle Quartile.

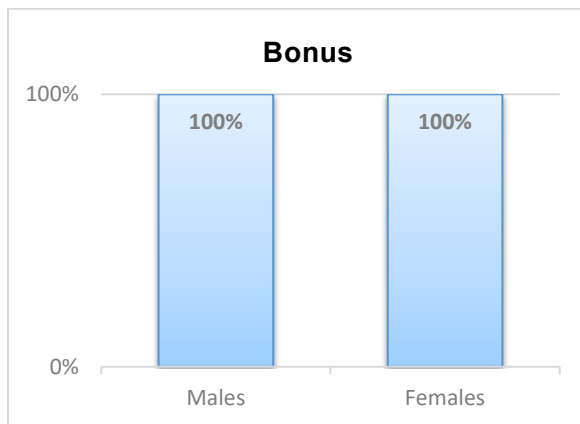
Lower Pay Quartile



Lower Pay Quartile - based on 12 Men and 23 Women

There is a higher percentage of women than men in the Lower Pay Quartile.

Bonus Information 2020



Proportion of men and women receiving a bonus in a year

100% of eligible men and women received a bonus during the period between 5 April 2019 and 5 April 2020.

We already have policies in place to support both women and men with caring responsibilities and encourage return to work after maternity leave. We offer enhanced paternity pay and maternity pay policies. The maternity pay policy includes a returner bonus. Where roles permit, we support flexible working requests to enable our workforce to balance work and personal lives as best suits them. We are committed to an environment where all colleagues are included and have an opportunity to develop their careers

I confirm the data reported is accurate.

Debbie Jones, HR Manager

Biotec Services International Limited, trading as PCI Pharma Services