

GENDER PAY GAP REPORT

INTRODUCTION

From April 2017, under The Equality Act 2010 (Gender Pay Gap Information) Regulations 2017, employers in Great Britain with 250 or more employees are required to publish statutory calculations every year showing the gap between what their male and female employees receive in pay and bonuses.

This Gender Pay Gap Report is based on data as at the snapshot date of 5 April 2017. At this time, DOC Cleaning Limited employed 1,135 employees, 608 (54%) of whom were female and 527 (46%) male.

CONTEXT

DOC Cleaning Limited is a privately owned, family run company. Founded in 1972, we provide a range of cleaning and associated services to a wide range of prestigious and blue chip locations throughout London and the South East.

Our mission is to provide an efficient friendly and professional service which is cost-effective, trouble free and of the highest quality.

We are a family business and pride ourselves on the traditional values of honesty, hard work and loyalty. Our employees are at the heart of our success and we believe our company to be a friendly, considerate and reasonable employer, ensuring our workforce are happy and content in their work.

We are committed to equality and valuing diversity and to providing an inclusive working environment free from any form of direct or indirect discrimination.

We apply fair, equitable and consistent employment policies. We are committed to ensuring that our pay is fair and equitable, based on job roles, and that our employees are never paid differential rates based on gender, or any other characteristic protected under the Equality Act (2010).

As at the snapshot date, DOC Cleaning Ltd, had 486 client contracts, each reflecting the client's awarded rates of pay. As such, overall rates of pay vary between different contracts. For each contract we ensure that male and female employees holding the same or similar role receive equal rates of pay. We are committed to paying all of our Head Office staff the Living Wage as per the Living Wage Employer agreement and to always offering a Living Wage bid alongside every market rate submittal to all prospective and current clients. We became recognised service providers for the London Living Wage Foundation in 2014.

GENDER PAY GAP STATISTICS

Mean Pay Gap	4.91%
Median Pay Gap	6.15%
Mean Bonus Pay Gap	76.45%
Median Bonus Pay Gap	63.38%
Proportion of male employees receiving bonus pay	3.98%
Proportion of female employees receiving bonus pay	4.93%

PROPORTION OF MALE/FEMALE EMPLOYEES IN EACH PAY QUARTILE

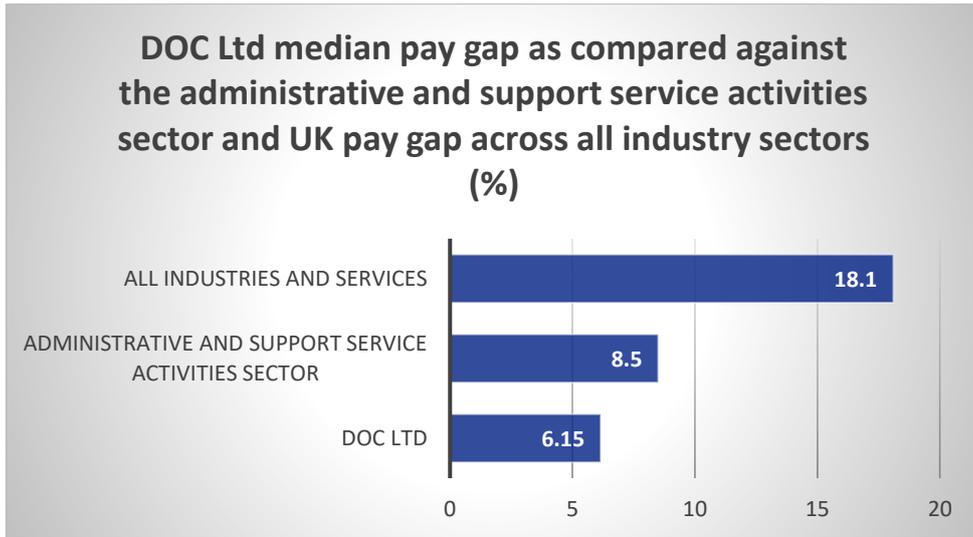
Quartile	Male	Female
Lower Quartile	10%	90%
Lower Middle Quartile	73%	27%
Upper Middle Quartile	51%	49%
Upper Quartile	53%	47%

FINDINGS

MEDIAN PAY GAP

The data shows that the overall median gender pay gap at the snapshot date was 6.15%. This compares to an average median pay gap of 18.1% across all industries and services in the UK and 8.5% across the administrative and support service activities sector¹.

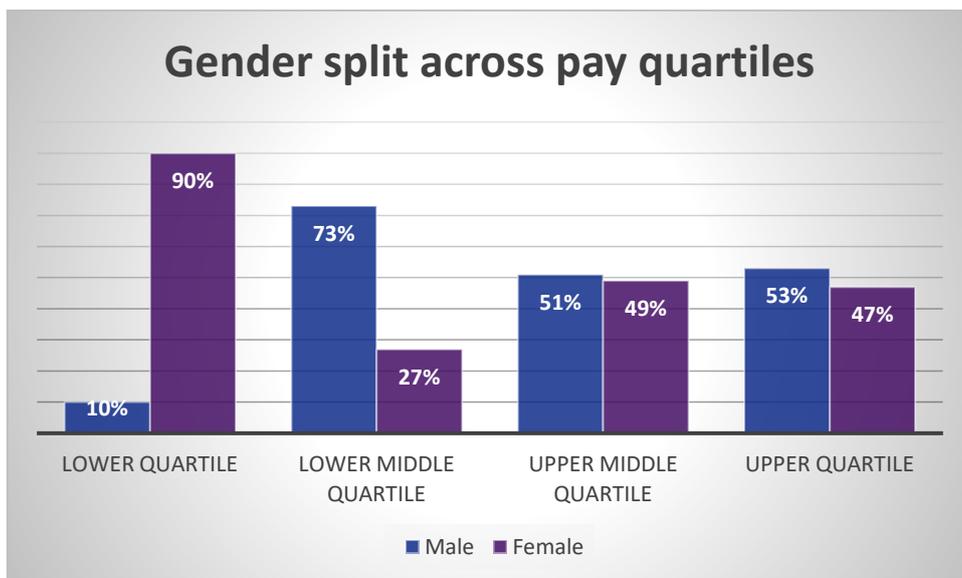
¹ Office of National Statistics, Annual Survey of Hours and Earning (ASHE) – Gender pay gap for median gross hourly earnings (excluding overtime) by industry sectors, UK, April 2015-2016



BONUS PAY GAP

DOC does not have a company bonus scheme in place. Bonus payments are site specific and awarded at the request of our clients. In the 12 month period ending on the snapshot date, there was a negative gap in terms of the proportion of male and female employees receiving bonus payments, with 3.98% of male and 4.93% of female employees receiving bonus pay. Of those sites where bonus payments are made, there is however a median bonus pay gap of 63.38% which is reflective of the gender breakdown of the management structure at those sites.

GENDER SPLIT ACROSS PAY QUANTILES



DOC Cleaning Ltd employs a slightly higher proportion of women than men which reflects industry trends across the cleaning sector.

The data illustrates that the gender pay gap is largely influenced by the higher concentration of female employees in operational rather than senior management roles, with female employees making up 90% of the lower quartile of pay bands, which reduces to 47% in the upper quartile pay bands.

ACTION TO ADDRESS THE GENDER PAY GAP

The senior leadership team are committed to improving the gender pay gap and are looking at a number of initiatives to reduce the gender pay gap, these include:

- A review of leadership and management structures and a commitment to recruiting and promoting the best diverse talent
- Developing inclusive talent management strategies to ensure all staff have the opportunity and ability to progress their careers through operational and administrative pathways.
- An ongoing commitment to working with our clients to ensure fair rates of pay; encouraging them to award the London Living Wage to achieve pay parity across all cleaning operatives and to take action where possible to address the gender pay gap, particularly in relation to bonus pay.

STATEMENT

I confirm that DOC Cleaning Limited is committed to the principle of gender pay equality and has prepared its 2017 gender pay gap results from the company's payroll data on the snapshot date in line with mandatory requirements.

A handwritten signature in black ink, appearing to read 'Lee Andrews', with a stylized, cursive script.

Lee Andrews

CEO/Chairman