



Date Created: 30-05-2023



**Australian Government**



**Workplace  
Gender Equality  
Agency**





Date Created: 30-05-2023

# 2022 - 23 Gender Equality Reporting

## Submitted By:

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Pental Limited 29091035353

Hampers With Bite Pty Ltd 85131910613

# #Workplace Overview

## Policies and Strategies

1. Do you have a formal policy and/or formal strategy in place that specifically supports gender equality in the following areas?

**Recruitment:** Yes

Policy

**Retention:** Yes

Policy

**Performance management processes:** Yes

Policy

**Promotions:** Yes.

Policy

**Talent identification/identification of high potentials:** YesPolicy

**Succession planning:** Yes

Policy

**Training and development:** Yes

Policy

**Key performance indicators for managers relating to gender equality:**

NoInsufficient resources/expertise

2. Do you have a formal policy and/or formal strategy in place that supports gender equality overall?

YesPolicy

4. If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.

## Governing Bodies

**Organisation:** Pental Products Pty Ltd

**1.Name of the governing body:** Pental Limited

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

| Chair | Female (F) | Male (M) | Non-Binary |
|-------|------------|----------|------------|
|-------|------------|----------|------------|

|               |                   |                 |                   |
|---------------|-------------------|-----------------|-------------------|
|               | 0                 | 1               | 0                 |
| <b>Member</b> | <b>Female (F)</b> | <b>Male (M)</b> | <b>Non-Binary</b> |
|               | 1                 | 2               | 0                 |

**4. Formal section policy and/or strategy: Yes**

Selected value: Strategy

**6. Target set to increase the representation of women: No**

6.1 Percentage (%) of target:

6.2 Year of target to be reached:

Selected value:

Other

Other value: Covered by Anti-Discrimination Act

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

Yes

Selected value: Policy

Organisation: Pental Limited

1. Name of the governing body: Pental Limited

2. Type of the governing body: Board of Directors

3. Specified governing body type:

Number of governing body chair and member by gender:

|               |                   |                 |                   |
|---------------|-------------------|-----------------|-------------------|
| <b>Chair</b>  | <b>Female (F)</b> | <b>Male (M)</b> | <b>Non-Binary</b> |
|               | 0                 | 1               | 0                 |
| <b>Member</b> | <b>Female (F)</b> | <b>Male (M)</b> | <b>Non-Binary</b> |
|               | 1                 | 2               | 0                 |

**4. Formal section policy and/or strategy: Yes**

Selected value: Strategy

**6. Target set to increase the representation of women: No**

**6.1 Percentage (%) of target:**

**6.2 Year of target to be reached:**

**Selected value:**

Other

**Other value:** Covered by Anti-Discrimination Act

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

Yes

**Selected value:** Policy

**Organisation:** Hampers With Bite Pty Ltd

**1.Name of the governing body:** Pental Limited

**2.Type of the governing body:** Board of Directors

**3.Specified governing body type:**

**Number of governing body chair and member by gender:**

|               |                        |                      |                        |
|---------------|------------------------|----------------------|------------------------|
| <b>Chair</b>  | <b>Female (F)</b><br>0 | <b>Male (M)</b><br>1 | <b>Non-Binary</b><br>0 |
| <b>Member</b> | <b>Female (F)</b><br>1 | <b>Male (M)</b><br>2 | <b>Non-Binary</b><br>0 |

**4.Formal section policy and/or strategy:** Yes

**Selected value:** Strategy

**6. Target set to increase the representation of women: No**

**6.1 Percentage (%) of target:**

**6.2 Year of target to be reached:**

**Selected value:**

Other

**Other value:** Covered by Anti-Discrimination Act

**7. Do you have a formal policy and/or formal strategy in place to support gender equality in the composition of this organisation's governing body?**

Yes

**Selected value:** Policy

**2. If your organisation would like to provide additional information relating to your gender equality policies and strategies, please do so below.**

# #Action on gender equality

## Gender Pay Gaps

**1. Do you have a formal policy and/or formal strategy on remuneration generally?**

No

Salaries set by awards/industrial or workplace agreements; Non-award employees paid market rate

**2. What was the snapshot date used for your Workplace Profile?**

2023-03-31

**4. If your organisation would like to provide additional information relating to gender pay gaps in your workplace, please do so below.**

## Employer action on pay equality

**1. Have you analysed your payroll to determine if there are any remuneration gaps between women and men (e.g. conducted a gender pay gap analysis)?**

No

Salaries for ALL employees (including managers) are set by awards or industrial agreements and there IS room for discretion in pay changes (for example because pay increases can occur with some discretion such as performance assessments)

3. If your organisation would like to provide additional information relating to employer action on pay equity in your workplace, please do so below.

## Employee Consultation

1. Have you consulted with employees on issues concerning gender equality in your workplace during the reporting period?

NoOther

**Other Details:**Covered by Anti-Discrimination policy

2. Do you have a formal policy and/or formal strategy in place on consulting employees about gender equality?

Yes

Policy

3. On what date did your organisation share your last year's public reports with employees and shareholders?

Employees:

Shareholder:

4. Have you shared previous Executive Summary and IndustryBenchmark reports with the governing body?

Yes

5. If your organisation would like to provide additional information relating to employee consultation on gender equality in your workplace, please do so below.

## #Flexible Work

### Flexible Working

1. Do you have a formal policy and/or formal strategy on flexible working arrangements?

Yes

Policy

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**1.1. Please indicate which of the following are included in your flexible working arrangements strategy or policy:**

**A business case for flexibility has been established and endorsed at the leadership level**

Yes

**The organisation's approach to flexibility is integrated into client conversations**

No

Other

**Other:** No client facing roles

**Employees are surveyed on whether they have sufficient flexibility**

Yes

**Employee training is provided throughout the organisation**

Yes

**The impact of flexibility is evaluated (e.g. reduced absenteeism, increased employee engagement)**

No

Insufficient resources/expertise

**Flexible working is promoted throughout the organisation**

Yes

**Targets have been set for engagement in flexible work**

No

Not a priority

**Metrics on the use of, and/or the impact of, flexibility measures are reported to the governing body**

Yes

**Metrics on the use of, and/or the impact of, flexibility measures are reported to key management personnel**

Yes



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**Leaders are held accountable for improving workplace flexibility**

Yes

**Leaders are visible role models of flexible working**

Yes

**Manager training on flexible working is provided throughout the organisation**

No

Insufficient resources/expertise

**Targets have been set for men's engagement in flexible work**

No

Not a priority

**Team-based training is provided throughout the organisation**

Yes

**Other:** No

**2. Do you offer any of the following flexible working options to MANAGERS in your workplace?**

**Carer's leave:** Yes

SAME options for women and men  
Formal options are available; Informal options are available

**Compressed working weeks:** No

**Flexible hours of work:** Yes

SAME options for women and men  
Formal options are available; Informal options are available

**Job sharing:** No

Insufficient resources/expertise

**Part-time work:** Yes

SAME options for women and men

**Purchased leave:** Yes

SAME options for women and men  
Formal options are available; Informal options are available

**Remote working/working from home:** Yes

SAME options for women and men

**Time-in-lieu:** Yes

SAME options for women and men

Informal options are available

**Unpaid leave:** Yes

SAME options for women and men  
Formal options are available; Informal options are available

**3. Are your flexible working arrangement options for NON-MANAGERS the same as the options for managers above?**

Yes

**5. Did you see an increase, overall, in the approval of FORMAL flexible working arrangements for your workforce between the 2021-22 and the 2022-23 reporting periods?**

Yes, women and men

**7. If your organisation would like to provide additional information relating to flexible working and gender equality in your workplace, please do so below.**

# #Employee Support

## Paid Parental leave

**1. Do you provide employer-funded paid parental leave in addition to any government-funded parental leave scheme?**

No

Insufficient resources/expertise; Government scheme is sufficient

**1. If your organisation would like to provide additional information relating to paid parental leave and gender equality in your workplace, please do so below.**

## Support for carers

**1. Do you have a formal policy and/or formal strategy to support employees with family or caring responsibilities?**

Yes

Policy

**2. Do you offer any of the following support mechanisms for employees with family or caring responsibilities?**

**2.1. Employer subsidised childcare**

No

Insufficient resources/expertise

**2.2. Return to work bonus (only select if this bonus is not the balance of paid parental leave)**

No

Insufficient resources/expertise

**2.3. Breastfeeding facilities**

No

Insufficient resources/expertise

**2.4. Childcare referral services**

No

Insufficient resources/expertise

**2.5. Coaching for employees on returning to work from parental leave**

No

Insufficient resources/expertise

**2.6. Targeted communication mechanisms (e.g. intranet/forums)**

No

Insufficient resources/expertise

**2.7. Internal support networks for parents**

No

Insufficient resources/expertise

**2.8. Information packs for new parents and/or those with elder care responsibilities**

No

Insufficient resources/expertise

**2.9. Parenting workshops targeting fathers**

No

Insufficient resources/expertise

**2.10. Parenting workshops targeting mothers**

No

Insufficient resources/expertise

**2.11. Referral services to support employees with family and/or caring responsibilities**

No

Insufficient resources/expertise

**2.12. Support in securing school holiday care**

No

Insufficient resources/expertise

**2.13. On-site childcare**

No

Insufficient resources/expertise

**2.14. Other details:** No

3. If your organisation would like to provide additional information relating to support for carers in your workplace, please do so below.

## Sexual harassment, harassment on the grounds of sex or discrimination

1. Do you have a formal policy and/or formal strategy on the prevention and response to sexual harassment, harassment on the grounds of sex or discrimination?

Yes

Policy

- 1.3 Do you provide a grievance process in your sexual harassment policy and/or strategy?

2. Do you provide training on the prevention of sexual harassment, harassment on the ground of sex or discrimination to the following groups?

All Non-Managers

Yes

Voluntary question: All Non-Managers

9. If your organisation would like to provide additional information relating to measures to prevent and response to sexual harassment, harassment on the grounds of sex or discrimination, please do so below.

## Family or domestic violence

1. Do you have a formal policy and/or formal strategy to support employees who are experiencing family or domestic violence?

Yes

Policy

**2. Other than a formal policy and/or formal strategy, do you have the following support mechanisms in place to support employees who are experiencing family or domestic violence?**

**A domestic violence clause is in an enterprise agreement or workplace agreement**

No

**Confidentiality of matters disclosed**

No

**Protection from any adverse action or discrimination based on the disclosure of domestic violence**

No

**Employee assistance program (including access to psychologist, chaplain or counsellor)**

Yes

**Emergency accommodation assistance**

No

**Provision of financial support (e.g. advance bonus payment or advanced pay)**

No

**Flexible working arrangements**

No

**Offer change of office location**

No

**Access to medical services (e.g. doctor or nurse)**

No

**Training of key personnel**

No

**Referral of employees to appropriate domestic violence support services for expert advice**

No

**Workplace safety planning**

No

**Access to paid domestic violence leave (contained in an enterprise/workplace agreement)**

No

**Access to paid domestic violence leave (not contained in an enterprise/workplace agreement)**

No

**Access to unpaid domestic violence leave (contained in an enterprise/workplace agreement)**

No

**Access to unpaid leave**

No

**Provide Details:** No

- 2. If your organisation would like to provide additional information relating to family and domestic violence affecting your workplace, please do so below**

# Workplace Profile Table

Industry: All Industries

| Occupational category*              | Employment status   | No. of employees |    | Number of apprentices and graduates (combined) |   | Total employees** |
|-------------------------------------|---------------------|------------------|----|--|---|-------------------|
|                                     |                     | F                | M  | F  | M |                   |
| Managers                            | Full-time permanent | 14               | 27 | 0  | 0 | 41                |
|                                     | Part-time permanent | 0                | 2  | 0  | 0 | 2                 |
| Professionals                       | Full-time permanent | 6                | 5  | 0  | 0 | 11                |
|                                     | Part-time permanent | 1                | 0  | 0  | 0 | 1                 |
| Technicians And Trades Workers      | Full-time permanent | 0                | 7  | 0  | 1 | 8                 |
| Clerical And Administrative Workers | Full-time permanent | 8                | 2  | 0  | 0 | 10                |
|                                     | Part-time permanent | 2                | 0  | 0  | 0 | 2                 |
|                                     | Casual              | 9                | 4  | 0  | 0 | 13                |
| Sales Workers                       | Full-time permanent | 7                | 6  | 0  | 0 | 13                |
| Machinery Operators And Drivers     | Full-time permanent | 5                | 47 | 0  | 0 | 52                |
|                                     | Part-time permanent | 2                | 0  | 0  | 0 | 2                 |
| Labourers                           | Full-time permanent | 7                | 2  | 0  | 0 | 9                 |
|                                     | Part-time permanent | 11               | 6  | 0  | 0 | 17                |
|                                     | Part-time contract  | 9                | 7  | 0  | 0 | 16                |
|                                     | Casual              | 79               | 49 | 0  | 0 | 128               |
| Other                               | Full-time permanent | 2                | 2  | 0  | 0 | 4                 |
|                                     | Casual              | 2                | 0  | 0  | 0 | 4                 |

\* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Non-binary

# Workplace Profile Table

Industry: All Industries

| Manager category | Employment status   | No. of employees |    |        |
|------------------|---------------------|------------------|----|--------|
|                  |                     | F                | M  | Total* |
| CEO              | Full-time permanent | 0                | 3  | 3      |
| KMP              | Full-time permanent | 1                | 7  | 8      |
|                  | Part-time permanent | 0                | 1  | 1      |
| SM               | Full-time permanent | 5                | 3  | 8      |
|                  | Part-time permanent | 0                | 1  | 1      |
| OM               | Full-time permanent | 8                | 14 | 22     |

\* Total employees includes Non-binary



## Workplace Profile Table

\* Categorised using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Non-binary

# Workplace Profile Table

\* Total employees includes Non-binary

# Workplace Profile Table

Industry: Basic Chemical and Chemical Product Manufacturing

| Occupational category*              | Employment status   | No. of employees |    | Number of apprentices and graduates (combined) |   | Total employees** |
|-------------------------------------|---------------------|------------------|----|--|---|-------------------|
|                                     |                     | F                | M  | F  | M |                   |
| Managers                            | Full-time permanent | 2                | 16 | 0  | 0 | 18                |
|                                     | Part-time permanent | 0                | 2  | 0  | 0 | 2                 |
| Professionals                       | Full-time permanent | 6                | 5  | 0  | 0 | 11                |
|                                     | Part-time permanent | 1                | 0  | 0  | 0 | 1                 |
| Technicians And Trades Workers      | Full-time permanent | 0                | 7  | 0  | 1 | 8                 |
| Clerical And Administrative Workers | Full-time permanent | 6                | 2  | 0  | 0 | 8                 |
|                                     | Part-time permanent | 1                | 0  | 0  | 0 | 1                 |
| Sales Workers                       | Full-time permanent | 7                | 6  | 0  | 0 | 13                |
| Machinery Operators And Drivers     | Full-time permanent | 5                | 47 | 0  | 0 | 52                |
|                                     | Part-time permanent | 2                | 0  | 0  | 0 | 2                 |
| Labourers                           | Full-time permanent | 1                | 0  | 0  | 0 | 1                 |
|                                     | Casual              | 4                | 11 | 0  | 0 | 15                |
| Other                               | Full-time permanent | 2                | 2  | 0  | 0 | 4                 |
|                                     | Casual              | 2                | 0  | 0  | 0 | 3                 |

\* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Non-binary

# Workplace Profile Table

Industry: Basic Chemical and Chemical Product Manufacturing

| Manager category | Employment status   | No. of employees |   |        |
|------------------|---------------------|------------------|---|--------|
|                  |                     | F                | M | Total* |
| CEO              | Full-time permanent | 0                | 1 | 1      |
| KMP              | Full-time permanent | 0                | 5 | 5      |
|                  | Part-time permanent | 0                | 1 | 1      |
| SM               | Full-time permanent | 2                | 1 | 3      |
|                  | Part-time permanent | 0                | 1 | 1      |
| OM               | Full-time permanent | 0                | 9 | 9      |

\* Total employees includes Non-binary

# Workplace Profile Table

Industry: Grocery, Liquor and Tobacco Product Wholesaling

| Occupational category*              | Employment status   | No. of employees |    | Number of apprentices and graduates (combined) |   | Total employees** |
|-------------------------------------|---------------------|------------------|----|--|---|-------------------|
|                                     |                     | F                | M  | F  | M |                   |
| Managers                            | Full-time permanent | 12               | 11 | 0  | 0 | 23                |
| Clerical And Administrative Workers | Full-time permanent | 2                | 0  | 0  | 0 | 2                 |
|                                     | Part-time permanent | 1                | 0  | 0  | 0 | 1                 |
|                                     | Casual              | 9                | 4  | 0  | 0 | 13                |
| Labourers                           | Full-time permanent | 6                | 2  | 0  | 0 | 8                 |
|                                     | Part-time permanent | 11               | 6  | 0  | 0 | 17                |
|                                     | Part-time contract  | 9                | 7  | 0  | 0 | 16                |
|                                     | Casual              | 75               | 38 | 0  | 0 | 113               |
| Other                               | Casual              | 0                | 0  | 0  | 0 | 1                 |

\* Categorized using ANZSCO major group codes (this means Professionals who are also Managers are categorised as Professionals)

\*\* Total employees includes Non-binary

# Workplace Profile Table

Industry: Grocery, Liquor and Tobacco Product Wholesaling

| Manager category | Employment status   | No. of employees |   |        |
|------------------|---------------------|------------------|---|--------|
|                  |                     | F                | M | Total* |
| CEO              | Full-time permanent | 0                | 2 | 2      |
| KMP              | Full-time permanent | 1                | 2 | 3      |
| SM               | Full-time permanent | 3                | 2 | 5      |
| OM               | Full-time permanent | 8                | 5 | 13     |

\* Total employees includes Non-binary