

Key Information Document - PAYE - Randstad Inhouse Services/Solutions

This document sets out key information about your relationship with us, including details about pay, holiday entitlement and other benefits.

The Employment Agency Standards (EAS) Inspectorate is the government authority responsible for the enforcement of certain agency worker rights. You can raise a concern with them directly on 020 4566 5333 or through the Acas helpline on 0300 123 1100, Monday to Friday, 8am to 6pm.

General Information

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| Our employment business is: | Randstad Solutions Limited |
| You will be engaged by us on a: | Contract of Employment for Flex-Associates |
| And will be paid: | Monthly |
| Your minimum rate of pay will be: | At least the prevailing or current National Minimum Wage or National Living Wage |
| We are required by law to make the following deductions from your pay: | Income tax, national insurance and pension contribution (after 12 weeks unless you opt out) |
| We will also make the following non-statutory deductions and costs: | None |
| You may also be charged the following fees for goods or services provided to you: | None |
| Your paid holiday entitlement is: | 28 days per annual leave year including all public holidays accrued on a pro-rata basis unless your assignment allows for rolled-up holiday pay and you opt-in to this |
| And you are entitled to the following additional benefits: | None |

Please see the following page for an example weekly pay

Example Monthly Pay

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| Example rate of pay (gross): | £2,400.00 (160 hours @ £15 p/hr) |
| Deductions from your wage required by law: | £251.40 (income tax) £108.16 (national insurance) £94.00 (pension contribution - after 12 weeks unless you opt out) |
| Any other deductions or costs from your wage: | None |
| Any fees for goods or services: | None |
| Example net take home pay: | £1,946.44 (and £289.68 accrued as holiday pay) |