

Key Information Document

PAYE

This document explains key information should you engage on an assignment with Morgan Philips UK Limited it includes details about pay, holiday entitlement and other benefits. The rates quoted are being used to provide an 'example pay' and to show you the deduction calculations applied by Morgan Philips UK Limited.

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 7215 5000** or through the ACAS helpline on **0300 123 1100** Monday to Friday, 8am to 6pm.

Name of employment business:	Morgan Philips UK Limited
Type of contract you will be engaged under:	Contract of services
How often you will be paid:	Weekly / Monthly
Minimum rate you will be paid:	At least the prevailing or current National Minimum Wage or National Living Way.
Deductions from your pay required by law:	<p>Tax – as per current Tax Bandings - Gov.uk - Income tax rates</p> <p>National Insurance – 13.25% (variable depending on your actual pay and personal circumstances more information here Gov.uk - NI payments)</p> <p>Pension – as per current contributions - Gov.uk - Workplace pension</p>
Holiday entitlement:	Minimum 28 days holiday per annual leave year including public holidays accrued on a pro-rata basis.

EXAMPLE OF PAY

Example rate of pay:	£356.25 (based on 37.50 hrs @ £9.50)
Deductions from your wage required by law:	<p>£20.81 Tax ⁽¹⁾</p> <p>£22.03 NI</p> <p>£11.81 Pension</p>
Example net take home pay:	£301.60 (£38.25 accrued for holiday)

⁽¹⁾ Personal allowance based on 1250L tax code. The tax calculation is based on the UK Tax calculation. Should you be resident in Scotland your tax calculation will be higher.