

KEY INFORMATION DOCUMENT – GIANT PROFESSIONAL LIMITED

This document sets out key information about your relationship with McGregor Boyall Associates and the umbrella company Giant Professional Limited, including details about pay, holiday entitlement and other benefits.

Further information can be found in your contract with Giant Professional 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.

GENERAL INFORMATION

Name of employment business:	McGregor Boyall Associates Limited
Name of intermediary or umbrella company:	Giant Professional Limited
Your employer:	Giant Professional Limited
Type of contract you will be engaged under:	Permanent Employment
Who will be responsible for paying you:	Giant Professional Limited
How often the umbrella company and you will be paid:	Monthly

INTERMEDIARY OR UMBRELLA COMPANY PAY INFORMATION

You will be being paid through an intermediary or umbrella company: a third-party organisation that will calculate your tax and other deductions and then pay you for the work undertaken for the Client. We will still be finding you assignments. The money earned on your assignments will be transferred to the umbrella company as part of their income. They will then pay you your wage. All the deductions made which affect your wage are listed below. If you have any queries about these please contact Giant Professional Limited. Your payslip will show you as an employee of Giant Professional Limited.

Any business connection between the intermediary or umbrella company, the employment business and the person responsible for paying you:	Giant Professional Limited and McGregor Boyall Associates Limited are not connected. Giant Professional Limited is independent to McGregor Boyall Associates Limited. A contract for services will be in place between Giant Professional Limited and McGregor Boyall Associates Limited
Expected or minimum gross rate of pay transferred to the intermediary or umbrella company from us:	Current National Minimum Wage/National Living Wage + Holiday Pay & Associated Umbrella costs
Deductions from intermediary or umbrella income required by law:	Employers National Insurance calculated at 13.8% of the gross pay figure (above the secondary threshold of £170.01 per week). The Apprenticeship Levy is calculated at 0.5% of your gross pay figure. Auto Enrolment Employers Pension contributions at 4% of national living wage if enrolled.
Any other deductions from umbrella income (to include amounts or how they are calculated)	Umbrella margin retained by Giant Professional Limited is £22.00 per week or £39.50 for updated package
Expected or minimum rate of pay to you:	National Minimum Wage/National Living Wage

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Deductions from your wage required by law:	<p>Income Tax calculated at 20%/40%/45% above the personal allowance of £242 per week. You do not get a personal allowance on taxable income over £125,140.</p> <p>Employees NI is calculated at 12% above the primary threshold of £184.01 up to the upper earnings limit of £967 per week, and 2% thereafter.</p> <p>Student Loan Deductions which may apply and any attachment of earnings or court orders (where applicable)</p>
Any other deductions or costs taken from your wage (to include amounts or how they are calculated):	Employees' pension contribution contributions at 4% of national living wage if enrolled
Any fees for goods or services:	Optional Benefits if requested
Holiday entitlement and pay:	Your holiday entitlement per annum is 28 days but this will vary depending on the Assignment. Your holiday pay is included in the rate that is paid to by Giant Professional Limited by McGregor Boyall Associates Limited. This will be paid to you with your monthly pay.
Additional benefits available upon request at an additional cost:	Optional giant advantage employee benefits scheme of £3.75 per week if opted in; optional umbrella premium package margin of £39.50 per week if chosen which includes the ability to make salary sacrifice contributions into a private pension, personal medical insurance, the giant advantage benefits scheme, quarterly 1-2-1 and a discounted self-assessment service.

EXAMPLE PAY

Illustration based on £400.00 per day to the Umbrella, based on 20 working days per month.

Please speak with Giant Professional Limited to get a bespoke Illustration.

	Intermediary or umbrella fees	Worker fees
Example gross rate of pay to intermediary or umbrella company from us:	£8,000.00 per month	
Deductions from intermediary or umbrella income required by law:	Employers NI: £872.00 Apprenticeship Levy: £36.00	
Any other deductions or costs taken from intermediary or umbrella income:	Giant Margin: £88 p/m Employer's Pension: £0.00	
Example rate of pay to you including Holiday Pay:		Gross: £7,004.00
Deductions from your pay required by law:		Income Tax: £1,836.00 Employee's NI: £440.00 Student Loan Deductions which may apply and any attachment of earnings or court orders (where applicable): £0.00
Any other deductions or costs taken from your pay:		Employee's Pension: £0.00
Any fees for goods or services:		Giant Advantage Employee Benefit & Salary Sacrifice Scheme: £0.00
Example net take home pay including holiday pay:		Net: £4,732 per month