

COVID 19 Daily Brief – 26th May

In today's brief:

- Civils Bonus
 - Timesheets
 - Cycle to Work scheme
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➤ **Civils Bonus**

- From Monday 25th there will be an additional payment of £2.56 per hour for up to 39 hours of the Guarantee payment, i.e. it is for those who are required to remain available for work whilst not working. It will not be paid for any hours that are actually worked – which would of course attract the full Company bonus,
 - for example: An employee who has 2 days at home and 3 at work, working 23 hours, would receive 16 hours at Basic plus £2.56 and 23 hours at Basic + Company Bonus (+ SL Bonus)
 - This figure represents the difference between the average current pay under the Guarantee, in line with the PPN, and the average pay that would be available through the Job Retention Scheme (JRS). Paying this difference as an hourly allows for the flexibility as described in the example above.
 - This additional payment, accessed through the PPN, will continue until to Tuesday 30th June. Sellafield cannot currently commit to continuing this beyond that date due to not knowing whether the PPN will be extended or, if so, what level of support will be provided.
 - This payment has only been secured to the unforeseen inconsistency between the PPN and JRS disproportionately affecting one specific group and cannot be extended to other sectors of the Supply Chain.
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COVID 19 Daily Brief – 26th May

➤ **Timesheets**

- When timesheets are being completed some additional information and detail is required
 - This is for the office-based staff on the contract including supervision.
 - This is to ensure that Sellafield can identify which elements of work are continuing and what is true standing time due to COVID 19.
 - When timesheets are completed please add the detail of what you have been doing on each day or task.
 - If you are working across multiple Projects detail which ones you have been doing and what was carried out i.e. TO 1234 – Design review, take off, purchasing materials for SRP etc.
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➤ **Cycle to Work scheme**

- It has been asked today is Jacobs and Interserve have a cycle to work scheme. We will look into this and provide and update later this week.