



How to claim back salary for employees who are made 'furlough'

The Government announced measures on Friday 20 March 2020 to assist businesses who have been impacted by the effects of Coronavirus.

This is the Job Retention Scheme which includes placing employees on 'furlough' which is, a period of temporary leave. The Government has confirmed it will provide grants to businesses to cover 80% of wage costs, for employees when they are on furlough leave.

This is a huge benefit to employers which is currently only available until 31 May 2020. In order to ensure that you maximise the benefit to your business we are offering a support package.

RHJ Accountants clients have a 20% discount to access the HR support to enable you to claim what you are entitled to and gain agreement from your employees to the changes.

The fixed fee of £350 plus VAT will be reduced by 20% using **your RHJ discount code #RHJ**

Within this package you will receive:

- An Employer Guide to the Job Retention Scheme
 - Information on the government grant and how to claim it
 - The benefits of using the Job Retention Scheme compared to other temporary measures (short-time working and lay-off)
 - How to select the right workers to avoid the risk of tribunal
 - What to do if you have already laid workers off
- An Employee Guide to the Job Retention Scheme
 - Frequently asked questions
- A confidential discussion for up to one hour about your business to determine which employees should be furloughed with an experienced HR Consultant
- A tailored letter to ensure agreement to the changes in employee Terms and Conditions
- Advice on how to manage the change to ensure cash flow is not adversely affected
- Your Employment Contract will be reviewed and updated with changes required from 1 April 2020

If you would like to sign up to the scheme please contact Jo Roy on jo.roy@redowlhr.com or contact your RHJ accountant for further information.