

HMM PFI PROJECT:**STATEMENT OF ADDITIONAL ALLOWANCES:**

Due to progress in the implementation of agreed additional allowances, the following changes are now effective:

CORE WORKING WEEK:

All full time staff have a core working week of 36.5 hours from Monday to Friday, with a minimum of 30 minutes lunch break each working day.

WEEK-END WORKING:

Employees who are required to work on Saturday and/or Sunday are entitled to time and a half for Saturdays and double time for Sundays.

OVERTIME WORKING:

Overtime is paid at time and a half and employees must work a minimum of 37 hours in that week, and only hours worked in excess of 37 hours will be paid as overtime.

Part time or job share employees will be paid plain time until they reach 37 hours, anything in excess of 37 hours will be paid at time and a half and/or double time as appropriate.

STANDBY DUTY AND CALL OUT:

Employees who are required to be part of an emergency standby arrangement must make themselves available for contact and callout during the duration of the defined session of the callout. (The session relates to hours worked outside of the normal working day). All such hours will be paid at £24.92 per session.

Standby Payments:

Bank holiday	£49.84
Sunday	£49.84
Saturday	£37.38

Overtime Rate for callout session:

Time and a half for evening and Saturday working
Double time for Sunday and Bank Holidays

Full Details of all additional allowances can be found in WFI Section 3.1