

EMPLOYEE BENEFITS PACKAGE – NORTHAMPTONSHIRE CHAMBER OF COMMERCE

The items below represent the benefits package provided by Northamptonshire Chamber of Commerce to all permanent employees. The table also demonstrates the points at which employees will become eligible to receive such benefits.

Available from 1st Day of service:	
Benefit	Details
Holiday Pay	<ul style="list-style-type: none"> • 25 days per year. (Holiday year runs April – March) • Plus an additional 2.5 days to be taken at Christmas.
Life Assurance	<ul style="list-style-type: none"> • Payment upon death of employee is equivalent to 3 times annual salary.
Business Travel	<ul style="list-style-type: none"> • Should the needs of the business require an employee to use their own vehicle on business they will be reimbursed at the following rates: Currently 11p per mile up to 10,000 business miles • The employee would be reimbursed at the rate of 5p per mile for each chamber employee that is a passenger in his or her car.
Essential Car-user Allowance	<ul style="list-style-type: none"> • As a Chamber employee travelling over 2,500 business miles and working off premises for over 20% of your working hours, you will be eligible to receive an allowance of £202.80 per month (this is subject to income tax and national insurance at the standard rates). • This is paid in addition to the mileage rates set out in the item above.

Available after successful completion of a 3 month period:	
Benefit	Details
Pension	<ul style="list-style-type: none"> • All employees are automatically admitted as members of the Pension scheme, but can choose to opt out. New employees will be deferred for 3 months. • The company will pay 5% of the employee's annual salary into a group personal pension plan on the agreement that the employee will contribute 3%. • Employees are able to make additional voluntary contributions through the payroll.

Available after a successful completion of a six month probation period:

Benefit	Details
Private Health Insurance Health cash plan scheme	<ul style="list-style-type: none">• The free cover allows employees to reclaim the cost of various medical treatments.• The company will pay the first level of the cash back scheme• Employees may increase the level and /or add family members at their own cost.
Company Sick Pay	<ul style="list-style-type: none">• The company will pay 6 months sick pay at full salary and 6 months sick pay at 50% of salary within any two-year period.