

Employment factsheet

We have set out facts and figures that you may find useful when assisting your members.

Basic Holiday Entitlement

- 24 days (inc. bank holidays) if you work a 5 day week
- 28 days from 1 April 2009

National Minimum Wage

- Age 16-17 £3.53 from October 2008
- Age 18-21 £4.77 from October 2008
- Age 22+ £5.73 from October 2008

Statutory Redundancy

- Age up to 40 1 week pay per full year of employment
- Age 41+ 1.5 weeks pay per full year of employment
- Maximum weekly pay £330 - (£350 from 1/2/2009)
- Maximum redundancy pay £9,900 - (£10,500 from 1/2/2009)
- Must have 2 years continuous employment to qualify for statutory redundancy payment.

NB- May also be an entitlement to an enhanced redundancy payment under the terms of the contract of employment.

Statutory Notice Periods

- 1 week if continuously employed for between 1 month and 2 years
- 1 week for each complete year (up to a maximum of 12) if continuously employed for 2 years or more

Timescales for Employment Tribunal Claims

The following standard timescale within which claims must be lodged with the Employment Tribunal are as follows:-

- **Unfair/constructive dismissal claims** – within 3 months from the date of dismissal (may be extended in certain circumstances where the statutory dispute resolution procedures are ongoing)
- **Redundancy claims** – within 6 months from the date of termination of employment
- **Discrimination claims** – within 3 months from the date of the act or acts complained of
- **Contractual claims** – within 3 months from the date of termination of employment (6 years if claim is made to the Civil Court)

Further guidance can be obtained from:-

www.acas.org.uk www.berr.gov.uk

ACAS Helpline – 0845 474747