

# Key Information Document (Umbrella)

This document sets out key information about your relationship with us and the intermediary or umbrella company used in your engagement, including details about pay, holiday entitlement and other benefits.

**The Employment Agency Standards (EAS) Inspectorate** is the government authority responsible for the enforcement of certain agency worker rights. You can raise a concern with them directly on **020 7215 5000** or through the **Acas helpline** on **0300 123 1100**, Monday to Friday, 8am to 6pm.

## General Information

Your name:

Name of employment business:

Medics Pro

Name of intermediary or umbrella company:

Dasa Umbrella Ltd

Your employer:

Dasa Umbrella Ltd

Type of contract you will be engaged under:

Employment

Who will be responsible for paying you:

Dasa Umbrella Ltd

How often the umbrella company and you will be paid:

Weekly

## Intermediary or Umbrella Company Pay Information

You are being paid through an intermediary or umbrella company: a third-party organisation that will calculate your tax and other deductions and then pay you for the work undertaken for the hirer. We will still be finding you assignments.

The money earned on your assignments will be transferred to the umbrella company as part of their income. They will then pay you your wage. All the deductions made which affect your wage are listed below. If you have any queries about these please contact us.

Your payslip may show you as an employee of the umbrella company listed below. Agency workers placed in roles working with, or caring for, vulnerable persons cannot opt out of the Conduct Regulations. This document is for information only and does not qualify as an agreement for opting out of the conduct regulations.

Name of intermediary or umbrella company:	Dasa Umbrella Ltd
Any business connection between the intermediary or umbrella company, the employment business and the person responsible for paying you:	None
Expected or minimum gross rate of pay transferred to the intermediary or umbrella company from us:	£20.00 per hour
Deductions from intermediary or umbrella income required by law:	Employer National Insurance Apprenticeship Levy Employers Pension Holiday Pay @ 12.07% of basic pay
Any other deductions from umbrella income (to include amounts or how they are calculated):	Margin £20.00 per week
Expected or minimum rate of pay to you:	£9.50 per hour NMW
Deductions from your wage required by law:	Income Tax Employees National Insurance Student Loans Employees Pensions
Any other deductions or costs taken from your wage (to include amounts or how they are calculated):	None
Any fees for goods or services:	None
Holiday entitlement and pay:	12.07% of basic pay
Additional benefits:	None

#### Example Pay

	Umbrella Fees	Worker Fees
Example gross rate of pay to intermediary or umbrella company from us:	£800.00	
Deductions from intermediary or umbrella income required by law:	Employers NIC and App levy £70.08 Employers Pension £15.00 Holiday pay £74.84	
Any other deductions or costs taken from intermediary or umbrella income:	Margin £20.00	
Example rate of pay to you:		Basic £620.08 Holiday £0.00
Deductions from your pay required by law:		Tax £75.40 Employees NIC £56.98

Employees Pension £20.00

Any other deductions or costs taken from your pay:		0.00
Any fees for goods or service:		0.00
Example take home pay:		£467.70