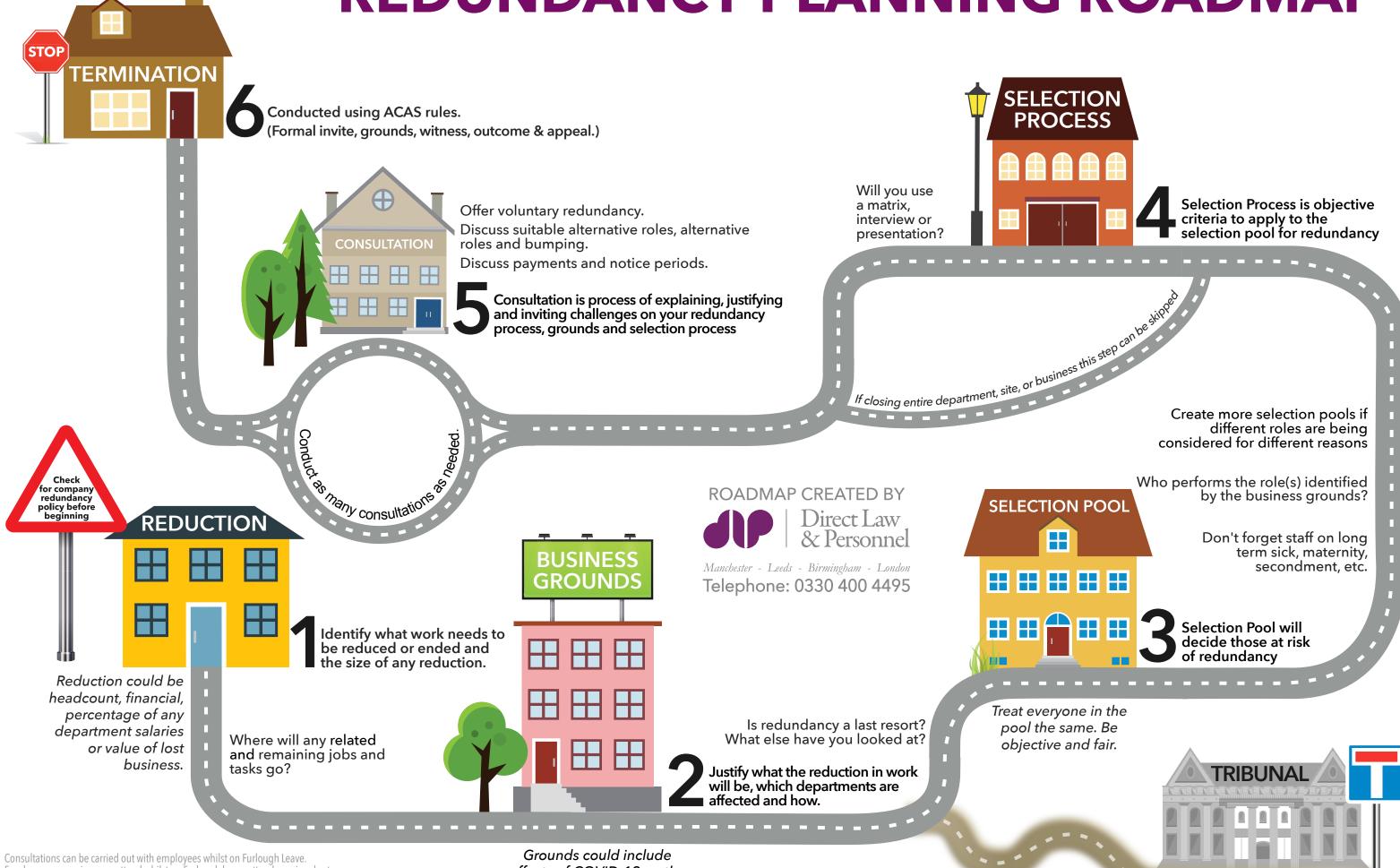
REDUNDANCY PLANNING ROADMAP



Consultations can be carried out with employees whilst on Furlough Leave.

Employee companions can attend whilst on Furlough leave, attendance is voluntary.

Protective notice can be outcome of redundancy process, seek advice for further information.

Notice payments can be subsidized by the Furlough grant if the grant is still in place at time of notice being given.

Be sensitive to employees needs including any sickness, childcare, need to care for dependents or any bereavement.

For redundancies over 20 employees seek advice on collective consultation and appointing employee representatives.

Social distancing during the process can include video calls, can build into the process but check suitable for each employee.

Grounds could include effects of COVID-19 on the business, any losses, any other reasons for reduction or any need to restructure