



Hire employees in the UK
simply, compliantly, and hassle-free

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What you need to know for employing in the United Kingdom

Employ remote teams worldwide with Omnipresent's Employer of Record (EOR) service. We combine human expertise with automation to deliver your compliance, payroll, benefits, and HR support needs.



Currency: British pound (£, GBP)



Language(s): English



Employer costs: Average



Termination: Average



Onboarding Timeline: ~ 12 calendar days



Payroll Frequency: Monthly

Benefits

What we offer	Mandatory	Supplementary
Healthcare (Public)	✓	
Healthcare (Private)		✓
Dental Insurance		✓
Retirement & Pension (Public)	✓	
Retirement & Pension (Supplementary)	✓	✓
Disability Insurance		✓
Critical Illness Insurance		✓
Life Insurance		✓
Workers' Compensation	✓	

Health

Healthcare is provided by the NHS (National Health Service) and is publicly funded through taxation.

It is common among top employers to provide private Health Insurance in the UK.

Retirement

State pension is part of Social Security contributions. Auto-enrollment pension requirements are mandatory in the UK. Most employers offer supplementary pension contributions, usually matching the employee's contributions.

On top of the State pension which is part of Social Security contributions, we offer the mandatory Auto-enrollment pension - where you can choose a basic plan or 2 supplementary options.

Employment Contracts

We offer indefinite, fixed-term, and part-time contracts in the UK.

Contract Requirements

Omnipresent requires a written employment contract to outline the EOR terms and provide clarity for both employers and employees. Omnipresent ensures that all necessary key terms are included in the employment contracts we provide.

Contract language: English

Signature requirement: Simple electronic signature

Backdating: Not possible as per Omnipresent's policy

Contract Customisation

We provide optional clauses for customisation when adding an employee to our platform. This allows you to tailor certain contract aspects, such as unlimited time off or extra-legal sick days. However, certain contract elements cannot be customised due to compliance risks or Omnipresent's policy. Examples include overtime, restrictive covenants, and stylistic changes.



Probation

During the probation period, employers evaluate an employee's suitability for the role they have been hired for. It gives the employer an opportunity to assess their performance and determine if they are a good fit for the company. We believe that this process benefits both the employer and the employee.

Here are some key points to know about the probation period:

- The average probation period in the UK typically lasts around 3 months.
- When you hire through Omnipresent, you have the flexibility to set the probation period between 1 and 6 months based on your specific needs.
- If the probation period is not failed, it will automatically be considered passed if no action is taken before the specified date.
- As a standard policy, we do not remove probationary periods from employment contracts. This is because including a probation period offers certain advantages such as lower termination costs, shorter termination procedures, and reduced exposure to disputes. We believe that these benefits outweigh the risks associated with removing the probationary period.

Please note that the only exception to our policy is in the case of a transfer of the employment relationship.

Onboarding

Timeline

Our normal onboarding timeline for the UK is around 12 calendar days. The onboarding steps involved are Platform Setup, Right-to-Work Check, Employment Contract, Benefits and Payroll enrollment.

Registration & Approvals

We require a P45 (tax document) or a New Starter Checklist be filled out by the employee in order to add them to payroll.

Immigration & Visas

We cannot offer visas or work permits for employees. However if an employee has a Tier 1 or Tier 5 visa (non-employer related visas) we can hire them.

Right-to-Work

We will carry out right to work (RTW) checks on all prospective employees before they are employed through our OmniEntity. There are no mandatory checks other than RTW.

When moving your employees from another EOR to Omnipresent

If the employee has previously worked for you, whether in another country or through another EOR provider, we can recognise their length of service. This recognition of seniority will need to be mentioned in the employment contract.

Leaves

Annual Leave Entitlement

The UK offers a minimum of 28 working days paid annual leave, inclusive of public holidays. It is common practice to offer more than this. Market standard is 33 days (1 week above standard), including public holidays. The annual leave is calculated on a calendar year basis, running from January to December.

Annual Leave Carryover

An employer may allow employees to carry over any untaken leave at their discretion, with the employee's agreement. An employer cannot compel an employee to carry over leave. If an employee gets 28 days leave, they can carry over a maximum of 8 days. If an employee gets more than 28 days leave, their employer may allow them to carry over any additional untaken leave at their discretion.

Maternity Leave

All employees are entitled to 52 weeks of Maternity leave which includes the first 26 weeks of Ordinary Maternity leave (OML) followed by 26 weeks of Additional Maternity leave (AML). AML and OML are paid out at Statutory Maternity Pay (SMP). To be eligible for SMP, employees must have been continuously employed for at least 26 weeks by the 15th week before the expected due date of the baby. If an employee does not meet this requirement, they would instead receive maternity allowance.

- Maternity leave is paid as follows: 6 weeks at 90% of the salary, and then 33 weeks at either GBP 172.48 per week (correct as of 1 April 2023) or 90% of the weekly wage - whichever is lower.
- The 2 weeks of leave immediately following birth must be taken.
- Employers have to provide all contractual benefits throughout the employee's maternity leave.
- Expectant mothers are entitled to reasonable time-off for antenatal appointments.

Paternity Leave

Eligible Employees for paternity leave can take up to 2 weeks' paid leave.

- Employees wishing to take paternity leave must be employed for at least 26 weeks by the end of the 15th week before their baby's due date.
- The employee must be the child's father or have a sufficient degree of responsibility for them.
- Paternity leave can be taken as a period of one or two consecutive weeks' within 56 days of the child's birth or adoption. An employee cannot choose to take odd days of leave, or one week's leave followed by a further week at a later time.
- This leave is paid at the lesser of GBP 172.48 per week (correct as of 1 April 2023) or 90% of their weekly wage.

Parental Leave

Eligible employees can take unpaid parental leave to look after their child's welfare. An employee is entitled to take 18 weeks of unpaid leave for each child and adopted child up to their 18th birthday.

Sick Leave

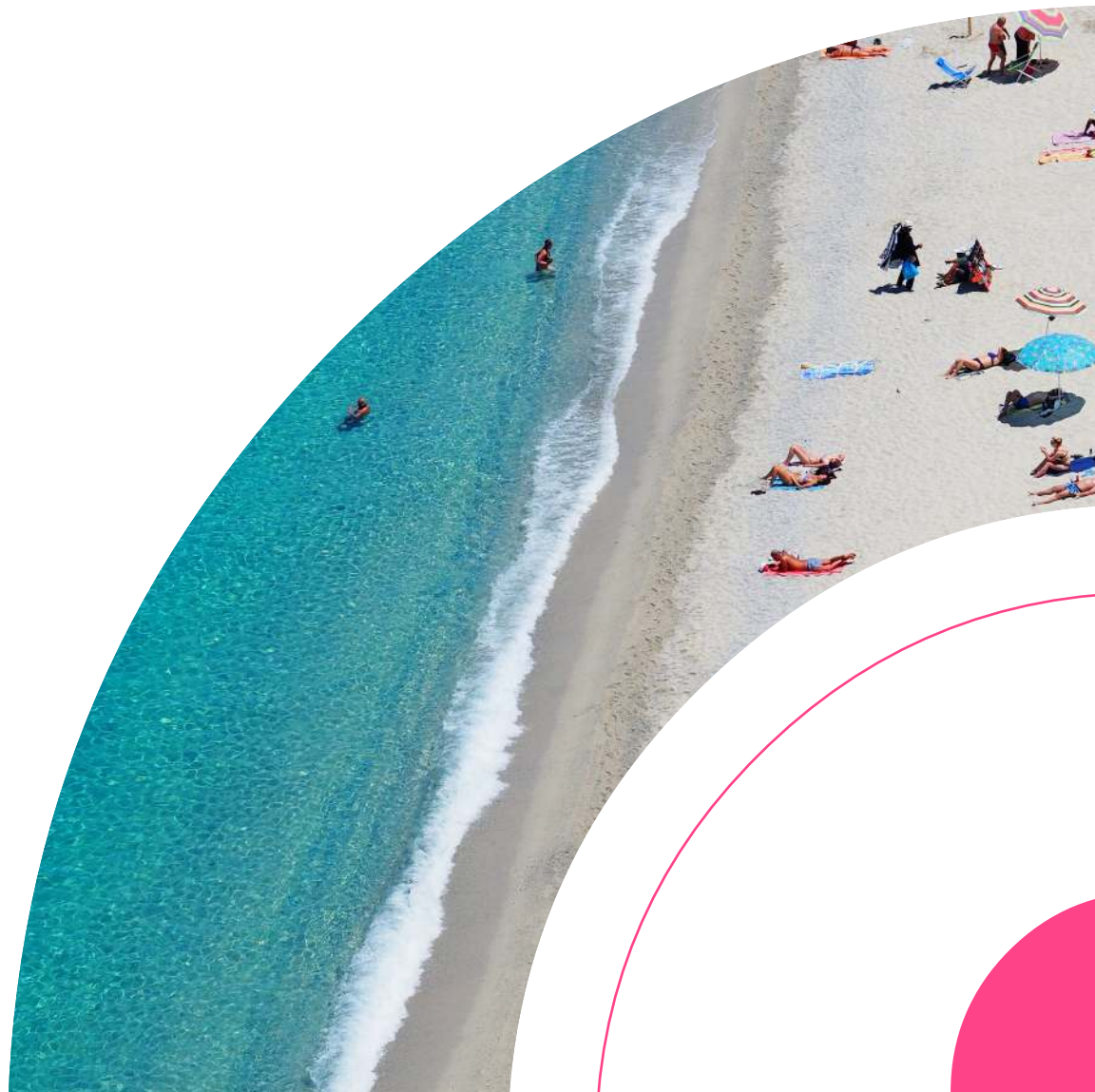
The UK offers a minimum of 28 weeks of protected and paid sick leave.

- Statutory sick pay is GBP £109.40 per week (as of 1st April 2023). It must be paid by the employer, not the government, if they are sick for 4 days or more consecutively.
- More generous contractual sick leave and pay is common.
- Most employers will offer sick leave at full pay for a period of time, usually 4 - 12 weeks.

Public Holidays

The UK currently has 8 regular holidays.

1. New Year's Day
2. Good Friday
3. Easter Monday
4. Early May bank holiday
5. Spring bank holiday
6. Summer bank holiday
7. Christmas Day
8. Boxing Day



Payroll & Tax

Payroll Cycle

The payroll cycle in the UK is monthly.

- Payroll runs from the **1st of the month** to the **end of the month**.
- Payroll cut-off date is **6th of the month** (any changes to payroll or variables must be shared with Omnipresent by this date).
- Payment date is the last working day of the month (this is when employees will receive their salary payment).

Extra Payments

(Bonus, Commission etc.)*

Employees receive 12 normal months of salary payments. There are no mandatory bonuses, commissions or 13th month salary.

- Commission payments (e.g., for salespeople) are usually paid monthly or quarterly alongside the normal salary.
- Employer and employee may agree on a 13th month salary.

*Extra payments will be taxed accordingly

Hourly Wage

Omnipresent is unable to accept employees on an hourly wage.

Overtime

Omnipresent is unable to process overtime for employees.

Minimum Wage

Minimum wage applies to all employees and depends on the employee's age. The National Minimum Wage (NMW) rates are as of April 2023:

Age	Minimum Wage (GBP)
18-20	1,049.60 per month
21-22	1,337.60 per month
23+	1,425.60 per month

*The above rates are reviewed annually with increases generally taking effect on 6 April, which is the start of the new tax year in the UK.

Standard Work Schedule

The Standard work schedule in the UK consists of 8 hours per day and 40 hours per week, with the work week running from Monday to Friday. Employers can get people to sign an opt out agreement if they work more than 48 hours.

Employer Costs

The employer costs depend on a variety of employee variables. A guiding number is **17%** of the employee salary. To get a more detailed estimate based on the employee salary use the [OmniCalculator](#), or contact us for further information.

Time Tracking

Employers need to keep records which are adequate to show whether the limits and the requirements provided by law (technically only the 48-hour limit on the average week and the protections for night workers) are being complied with. Records need to be retained for two years.

Terminations

Termination Process

Before proceeding with a termination (including verbal discussion with the employee about the risk of termination) you must first get in touch with Omnipresent. We will then provide guidance on next steps. You can read our [full guidance here](#). To initiate a termination, you need to submit a termination request through the OmniPlatform after which our relevant teams will assess the case and plan a compliant termination process.

We cannot process termination on the same day as requested.

Involuntary Termination

During the initial two years of employment, employers have the ability to terminate an employee without cause. Nonetheless, employers must exercise caution when taking this step, as it could potentially be classified as an unfair dismissal if the termination violates the employee's statutory rights or involves discriminatory practices.

After the initial two years of employment, employers can only terminate if they have a valid reason.

- In the first 2 years of service (minus a week's notice), employers can terminate without cause.
- Employers need to be wary of reasons, such as discrimination, that would make a dismissal automatically unfair.
- Once an employee has completed more than two years of service, employers are required to provide one of the five fair reasons outlined in the Employment Rights Act 1996 (such as an employee's behavior or performance) when considering termination. Failing to do so may result in the employer being susceptible to an unfair dismissal claim.
- Employers must be given notice in all cases, except gross misconduct.

Severance Pay

There is no general right to severance pay. Severance pay is only applicable in the UK if the termination was a redundancy.

Notice Period

The notice period given to a terminated employee depends on their length of service.

- To dismiss an employee without notice, they will need to have committed gross misconduct or otherwise committed a fundamental breach of contract.
- The notice period can range from 1 week to 12 weeks depending on length of service.
- Whichever is greater of the notice period in the contract or the statutory notice will apply.

The statutory notice periods are as follows:

0 to 1 month of service	no notice
1 month to 2 years of service	1 week of notice
2 to 12 years of service	+ 1 week for each additional year
Over 12 years of service	12 weeks' notice

Invoice Schedule

Setup Fees:

Once Terms are signed, Omnipresent begins deploying resources for the setup process.

Trigger [*Employee Details Added*]

Deposits:

Payable when the local employment contract is ready for signature. The deposit enables Omnipresent to move forward securely to sign the local employment contract with the employee.

Trigger [*Employee Details Added*]

Initial Salary Prepayment:

The first month's estimated labour costs are invoiced on the first day of employment.

Trigger [*Employment Start Date*]

Ongoing monthly Employment Costs and Fees:

Thereafter, we invoice monthly in arrears for labour costs - once the final payroll, taxes, insurance, social security contributions, expenses and deductions have been calculated. Each monthly invoice will include our monthly service fee, deposit insurance (if applicable), and an FX fee (if applicable).

Trigger [*Payroll Date*] Typically the last working day of the month, but varies by country.



Explore how Omnipresent simplifies global team growth.

Explore the effortless solution for your global hiring, payment, and management needs with Omnipresent. We simplify complex processes like onboarding, legal contract drafting, expense management, benefits allocation, and a whole lot more. Start your journey towards compliant international business practices.

TALK WITH AN EXPERT

