



## Key Information Document – PSC

This document explains your pay information if you are engaged as a Personal Service Company (PSC), in which case the PSC is the work-seeker. This document sets out key information about your relationship with us, 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

<b>Name of employment business:</b>	Building Recruitment Company Ltd (BRC)
<b>Type of contract you will be engaged under:</b>	Limited Contractors – Conduct Regulations Opt-Out Limited Contractors – Conduct Regulations Opt-In
<b>Who will be responsible for paying you (if different from your employer):</b>	Building Recruitment Company Ltd (BRC)
<b>How often you will be paid:</b>	Weekly unless otherwise agreed
<b>Expected or minimum rate of pay:</b>	No less than national minimum wage
<b>Deductions from your pay required by law, if the engagement is 'inside IR35':</b>	You will be paid gross
<b>Any other deductions or costs from your pay (to include amounts or how they are calculated):</b>	Not applicable
<b>Any fees for goods or services:</b>	You may need to pay a one-off fee for a DBS check @£35 for a Basic check and up to £55 for an enhanced check. You may need to pay for online training courses within the care sector depending on your roles up to a value of £20
<b>Holiday entitlement and pay:</b>	It is the responsibility of the PSC to provide holiday leave and pay to the individual worker.
<b>Additional benefits:</b>	Collective facilities provided by a hirer on day one of assignment.



## Representative example of your pay

<b>Example rate pay:</b>	£400 per week (£10.00 per hour x 40 hours)
<b>Deductions from your wage required by law:</b>	£0.00
<b>Any other deductions or costs from your wage:</b>	£0.00
<b>Any fees for goods or services:</b>	£0.00
<b>Example net take home pay:</b>	£400 per week

## Conduct Regulations opt out

If you engage with an employment business as a PSC, then you can opt out of being covered by the Conduct of Employment Agencies and Employment Businesses Regulations 2003 (the Conduct Regulations).

The opt out must be given in writing to the employment business by both the PSC and the person being supplied to do the work. The employment business cannot encourage you to do this and it must be your own decision.

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.