

Policy Statement

Nine Grp International LLP aims to achieve equality of opportunity in its employment practices and pay and reward arrangements. Nine Group make every effort to ensure that employees are paid the correct salary and allowances in accordance with the country of operation's laws.

Scope

All employees within Nine Grp International LLP.

Policy Outcome

The aims of this Policy are to:

- Ensure consistent and transparent pay to all staff.

The Law

Nine Group is to comply with The National Minimum Wage Act 1998 which defines the minimum amount of pay a worker is entitled to per hour based on age. It is a legal requirement for employers to pay workers the national minimum wage. Her Majesty's Revenue & Customs (HMRC) have the authority to take employers to court if they are not paying workers the national minimum wage.

Under the Equality Act 2010 a woman has the right to be paid the same as a man (and vice-versa) for:

- The same work or;
- Work related as equivalent by analytical job evaluation study, or;
- Work of equal value.

Pay under the Equal Pay Act includes all contractual entitlements.

Under the Employment Rights Act 1996, an employer is not entitled to deduct sums from wages due to an employee without his or her consent. There is, however, a specific exemption for deductions to recover any:

- Overpayment of wages
- Overpayment in respect to expenses incurred by the employee in carrying out his or her employment, made (for any reason) by the employer to the employee.

ninegrp.com

Nine Group International

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Payment of Salaries

All salaried staff will be paid monthly (this does not include staff who are paid by the hour) via bank transfer on the last weekday of every month.

Staff must maintain a suitable bank account or building society account into which payments can be made and staff must provide the relevant management with current or updated details.

Date: July 2021

Signed:

