

ROYAL FUNERAL BANK HOLIDAY UPDATE ON WORKING ARRANGEMENTS

Dear GMB member,

I wanted to update you on the position we have agreed with Asda regarding BH working arrangements.

The agreement regarding seeking volunteers is as follows:

We'll be seeking volunteers to fill the small number of colleagues we'll need to work on Monday. If we are unable to identify enough volunteers, we will seek volunteers from surrounding stores where appropriate before, in exceptional circumstances, having to ask some colleagues to work but we'll have a discussion about this and explore all possible alternatives. All hours worked on Monday - colleagues will receive enhanced pay. They will be paid their normal base rate plus any other relevant supplements at the equivalent of double time.

We are receiving reports from a handful of areas that management are rostering in only those contracted to work, regardless of whether they have volunteered. As you can see - this is not the agreed policy.

If you are asked to work and are not able to please contact your GMB rep or regional office.

Below are a few additional Q&A's to assist you:

- 1. What would happen in the following scenario; colleague is rostered to work 10-2 but comes in to work 5-9. Will they be paid double time for the 5-9 shift and normal pay for the 10-2 shift?**

The colleague's shift from 10-2 will need to be removed and the new shift of 5-9 will need to be entered into Customer First. They would not be paid for the hours between 10-2 but will receive the equivalent of double pay for the hours worked between 5-9.

- 2. Will night colleagues be expected to work on the Sunday 10pm - midnight?**

As per the guidance already issued, night colleagues who are scheduled to work but do not wish to work on Sunday 18th September will need to book a holiday, reschedule, or take as unpaid leave for any hours that fall on Sunday 18th September. Any hours that fall between 12:0am (00:00) midnight start of day and 11:59pm (23:59) on Monday 19th September, the day of the funeral will be paid at normal rate if the colleague doesn't work, for colleagues that do work they will receive enhanced pay.

3. Will colleagues be expected to finish their contracted shift if it is rota'd past 5pm on the Monday?

As per the guidance already issued, colleagues who are scheduled to work but do not wish to work will be paid their normal base rate plus any relevant supplements.

I hope you can make the most of the bank holiday – however you chose to spend it.

**NADINE HOUGHTON
NATIONAL OFFICER**