



Company Benefits

Here at the RHA, we offer a wide range of benefits for all eligible employees.

Please see below for a definitive list, how they work and where to find them.



Holiday

All full-time employees receive 25 days holiday per calendar year plus bank holidays. For part-time employees holiday entitlement is pro-rata. Three days of this holiday is automatically allocated to be taken on the three working days between Christmas and New Year as the RHA closes for business during this period to give all our employees a well-deserved break to spend time with family and friends.

Additional annual leave is awarded for long service, up to a total of 30 days per annum. Employees with more than 5 years' service will be entitled to an additional 3 days leave; employees with more than 10 years' service will be entitled to a further 2 days leave, making a total of 5 days long service leave. The additional entitlement will commence from the beginning of the next leave year after the additional service is gained. Any employee working on a part-time basis will get a pro-rata amount of the additional leave for long service.

Purchase of Holiday Scheme

In addition to the above we also offer a holiday purchase scheme allowing employees the opportunity to purchase up to 3 days extra holiday depending on eligibility. Again, the maximum annual leave entitlement for all employees is 30 days. Please see our 'Other types of absence' Policy for more information.



Day Off For Your Birthday

We give all employees a day off for their birthday. If your birthday falls at the weekend or there is a business reason you can't have your actual birthday off, then discuss with your manager and you can have the most convenient day close to your birthday off. Once this is agreed, please notify the HR team of the day you wish to take via email to hrpayrolladmin@rha.uk.net so that they can add the day to your cascade record for you.



Monthly Prize Draw

Once a month we select an employee at random (name from a hat) who will receive £100 of shopping vouchers. The Executive team are not eligible for this draw.



Pension Scheme

There is a contributory group personal pension scheme (auto enrolment) for any employee provided the required criteria are met (to which the RHA will contribute). Appropriate deductions from salary will be made (an initial 4% contribution will be deducted from those eligible from the first pay date). Details of the scheme will be emailed to staff including how to opt out and how to increase the contribution once employment has commenced. If employees want to increase their contributions, the RHA will match your contribution up to 5%. Further details are available from the HR team.

Private Medical Insurance

Employees who have successfully completed their probationary period are eligible for private personal medical insurance cover paid by the RHA. This will be regarded as a taxable benefit and those employees who take advantage of this benefit may have a tax liability which they should advise HMRC about.

There is an option for employees to pay for family members to join the scheme.

Medi Cash Plan

Our medical cash plan is provided by a company called Medicash. All employees are provided with Level 1 tier of this benefit. This level gives you money towards various things like dental care, physio and then has some services available through it too. This is classed as a benefit in kind for tax purposes but will be a nominal amount of around £10-15 per year for most employees depending on your salary. If for any reason you do not want to have this benefit, please can you let us know and we will opt you out of it.

All details of the cash plan are on our staff intranet page or please contact the HR team for more information.

Working From Home Benefits

If your role is home based, you may be eligible to claim a tax allowance from HMRC by following the link:

<https://www.gov.uk/tax-relief-for-employees/working-at-home>

If you require any equipment to work from home such as desks, chairs, screens, etc please speak to your line manager and the IT department who will be able to arrange for you.



Volunteering Days

As part of our CSR strategy, we offer volunteering opportunities in various projects in our local communities. We give all employees who wish to take part in these co-ordinated activities one day of paid leave per year to participate. Please speak to a member of the CSR committee for more information, details of which can be found on the staff intranet.

Life Assurance

In the unfortunate event of an employee passing away whilst employed by us we have an insurance scheme in place which, unless you are an active member of the Defined Benefits pension scheme, will allow for up to two times your annual salary to be paid to your next of kin for those who are eligible. This scheme applies once employees have successfully passed their probationary period.

For those employees on zero-hour contracts please contact the HR team who will provide you with information with regards to how this scheme applies to you.

Income Protection

If you are suffering with a long-term illness and are absent from work for more than 26 weeks, we have Income Protection Insurance in place which means you could be eligible to be paid up to 75% of your monthly salary from week 26 of your absence for a set period of time which will be determined by the insurance company when the claim is made.

Professional Association Fees

Professional Associations can be extremely beneficial in many areas, so if you'd like to have your current association fee paid for you by the RHA, please speak to your line manager.

MetLife Employee Assistance Programme

All employees and members of their family in the same household can access the Employee Assistance Programme offered by MetLife UK.

This service includes confidential 24/7 telephone support and qualified counsellors. If necessary, you can also obtain up to 6 face-to-face counselling sessions. MetLife also offer access to financial, legal and health support, nurse call back and medical information.

In addition, the online portal gives you access to Mini Health Checks, Health Risk Assessment, Cognitive Behavioural Therapy and webinars providing additional health and wellbeing support.

To access the Wellbeing Hub, visit www.healthassuredap.co.uk

Username: **Wellbeing** Password: **Hub**

Download the **My Healthy Advantage app** now

Check in with us on your phone, on the go.

Click the links below to download:



Phone: (Freephone): **0800 389 0285**



Free Eye Tests

All employees are entitled to reclaim the cost of an eye test once every two years. The amount can be reclaimed through the normal expenses process. Please refer to the Travel & Expenses policy for details on how to do this or ask your line manager. The company will make a £50 contribution towards a pair of glasses for Visual Display Unit (DVU) use only. This can only be claimed with valid opticians' proof of requirement.



Cycle to Work scheme

Employees who have successfully completed their probationary period and meet the eligibility criteria as set out in the Cycle2work scheme policy have the option to participate. The Cycle Scheme is tax-exempt which allows employees to hire bikes and cycle safety equipment on a tax-free basis which is usually a saving of 25-39%. The scheme operates by salary sacrifice for a period of 12 months.

Please see our Cycle2work Scheme policy on the intranet for more information.



Maternity Benefits

The RHA offer enhanced maternity pay to those employees who are eligible. Please see our Maternity Policy on the intranet for more information.

Paternity Benefits

Eligible employees who wish to take paternity leave can take up to two weeks statutory paternity leave and will receive full pay during this time.

Menopause Awareness

We have an extensive menopause policy and hold regular wellbeing sessions with employees to offer advice and support to people affected by this. We also have an active employee support group designed to help people to support each other with menopause questions and concerns.

Compassionate Leave

We understand that from time to time our employees go through difficult situations as part of their daily lives, we are proud to support employees who require urgent time off to care for children or relatives in need. We also encourage flexible working options including remote working and term time contracts.

Parental Bereavement Leave

In the unfortunate event that parental bereavement leave is needed we offer full pay for time off needed to deal with the death of a child.

RHA Benevolent Fund & the Centurion Scheme

Who do we help?

The RHA Benevolent Fund provides help for people who are, or have been, employed by the Road Haulage Association. This includes their dependents who are in need or experiencing financial hardship. The major source of income for the Benevolent Fund is from the Centurion Scheme. All RHA employees can join.

The annual subscription to the Centurion Scheme is £100 (January to December). If you join the scheme during the year, payments will be deducted pro-rata at £8.33 per entry through monthly deductions from your salary. Inclusion in the prize draw will commence the month following your first payment – for example, if you start paying in July, you will be entered into the July draw which takes place on 1 August.

Each month a draw is made with the first prize of £125, second prize of £75 and third prize of £50. Every year in June the top prize is £500 with the second and third prize amounts remaining the same. Please click on the below PDF for further information.



[RHA Centurion Scheme for RHA Employees.pdf](#)

For any further information with regards to any of the benefits mentioned please contact a member of the HR team.

RHA rha.uk.net

Benevolent Fund

Helping people in road transport during hard times