



Benefits Summary

Relay Software Ltd is the leading provider of software to the Irish insurance market. It was established in 1985 and continues to grow today. In addition to the specific benefits listed below Relay offers security of employment and a pleasant and happy atmosphere in which to work where effort and innovation is recognised and rewarded. As a testament to this, 50% of the current workforce have been with the company for over 5 years

Personal Development Support & Investors in People Recognition

Relay first achieved Investors in People recognition in 1999 and has retained it through rigorous reappraisals since then. We invest in the personal development of our staff with an extensive training programme and offer support to individuals in the form of gratis for study leave, payment of course materials, exam fees and membership of professional bodies. Relay has recently become a Microsoft Certified Partner and encourages staff to become Microsoft Certified Professionals.



INVESTORS IN PEOPLE



Employer of Choice

We attained Employer of Choice status in 2006. The EoC is an excellent forum for staff to put forward ideas and as a result of suggestions that were submitted, many benefits and work-life balance policies were introduced, some of which are detailed below. Other committees were created as offshoots of the initiative and they are also detailed below.

Flexible Working Patterns

Our flexible working policy is designed to ensure that the requirements of our customers are met while providing our employees with a way of balancing their personal life with their commitment to provide excellent service. The solution is tailored for Relay and is not your standard flexi-time policy. It offers staggered start/finish times and the opportunity to bank hours to be taken as leave in lieu.

Paid Overtime

Overtime is often available and is paid at the rate outlined in your Terms and Conditions of Employment. For the majority of staff, this rate is time and a half for all hours in excess of 37.5 hours per week.

Salary Increments

A generous cost of living increment is applied to salaries every February, ie the start of our financial year.

Bonus Scheme

Relay operates an annual bonus scheme for all staff. Currently this is paid at up to 9% of your annual salary when targets are achieved or exceeded. Targets and conditions are set in February for each annual scheme and the bonuses are paid quarterly.

Gratis Time

In addition to any statutory entitlements you may have such as parental leave, time off for dependents, ante and post natal appointments, we offer other paid gratis time for doctor, dentist, hospital appointments, compassionate leave etc. We do not have specific limits set for these, but operate an informal policy of reasonable time as granted by your manager combined with flexibility in working hours round appointment times.



Benefits Summary

Private Medical Insurance

Comprehensive private medical cover with no excess is included in your package. You may add your partner and/or children to the policy at your own expense. The amount you pay for your partner is the same as your own premium regardless of which age band your partner is in. You can cover all your children for half of your premium, regardless of how many children you have. As a guideline the Feb10-Jan11 premiums are listed below:

Age Band	Premium	Age Band	Premium
20-24	£16.83	40-44	£31.55
25-29	£18.93	45-49	£35.75
30-34	£21.03	50-54	£xx.tba
35-39	£27.34	55-59	£52.58



Optical Cover

We pay for regular eye tests if submitted as an expense with a receipt. You are entitled to paid time off to cover the time it takes for the appointment. If you require corrective lenses solely for use at a VDU we will reimburse up to £50 towards the cost.



Pension Scheme

We operate a pension scheme with Scottish Equitable. We operate this on a salary sacrifice basis which offers considerable tax savings. If you are interested in this, we will set up a meeting with our independent financial adviser so that you can fully discuss all aspects of this.

Car Parking, Travel Loans and Cycle to Work Schemes

As with the pension scheme, we offer subsidised parking in nearby private car parks through a salary sacrifice scheme. This is dependent on spaces being available for us to rent from the supplier.

We also operate a salary sacrifice Cycle Purchase scheme which gives employees the opportunity to purchase a bike at less than 50% of the retail cost.

If you commute by train, purchasing an annual train ticket provides a substantial saving - approx 17% compared to monthly tickets. Relay offers interest free loans to enable employees to purchase an annual season ticket and spread the cost over a year.

Maternity Leave/Paternity Leave

We offer additional pay to the Statutory Maternity payments, these are dependent on length of service. We also offer paid Paternity Leave in addition to statutory entitlements.



Childcare Vouchers

We offer childcare vouchers through Employers for Childcare under a salary sacrifice arrangement.

Social Committee & Healthy Committee

These committees are offshoots of the Employer of Choice programme. Relay's Social Committee organises events for staff throughout the year. Most of these are entirely met out of their budget while others are subsidised. Events include pizza nights in the office, karting and paintballing days, theatre trips and the Christmas Party. The Healthy Committee has negotiated corporate rates at a local health club, provides health magazines and promotes participation in blood donation sessions.