SafeRec

User Experience

Workers & Contractors

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Introduction

This document aims to provide a comprehensive understanding of the user experience for workers and contractors after your organisation becomes a SafeRec Certified Umbrella Company.

Under the SafeRec Certification, all payslips generated by the payroll software are subjected to forensic real-time audits and cross-referenced with HMRC to ensure compliance.

This document delves into the processes and communication your workers will receive when you become a SafeRec Certified Umbrella Company.

The Process

During the audit process, your workers and contractors will receive 2 emails from PayslipBuddy:

- The **Onboarding Email** as soon as we receive the first Payslip via API.
- The **Payslip Audit Report Email** as soon as a payslip is received via API.

Onboarding Email

The Process

The onboarding email is sent to the worker only once. It is sent immediately to a worker after receiving the first payslip.

Umbrella Payroll Software → worker's First payslip received by SafeRec via API → SafeRec → Payslipbuddy Onboarding email sent ot the worker → Worker's Email Inbox

The Onboarding Email Template

Here is the template of the onboarding email sent to workers

Dear {{firstname}},

A payslip has been uploaded on payslipbuddy.co.uk by {{umbrella}}.

Activate your account to access your payslip audits:

Activate My PayslipBuddy Account

What is PayslipBuddy?

PayslipBuddy is the first independent third party auditor that ensures your pay has been processed compliantly, ethically and that you get paid what you are owed.

Why is {{umbrella}} using PayslipBuddy?

Whether your employer is an agency or an umbrella company, the only way for them to prove they are compliant to you is to use a third-party auditor such as PayslipBuddy. {{umbrella}} uses our solution to prove compliance by giving you access to all your payslip audits to offer you total peace of mind.

Additionally, PayslipBuddy also:

- Shows you how much you earn for the year
- Helps you see a projection of your earnings for the current tax year
- Provides you with Payslip Audit Reports you can share to prove {{umbrella}} is compliant

How much is it going to cost me?

Free! {{umbrella}} will cover the costs for you. So as long as you keep working under {{umbrella}}, you will enjoy all the benefits of PayslipBuddy without spending a penny!

For more information visit payslipbuddy.co.uk.

Kind regards,
The PayslipBuddy team

The Payslip audit Report Email

▶ The Process

The payslip audit report email is sent to the worker when we receive a payslip via API:

Umbrella Payroll Software → Payslip received by SafeRec via API → SafeRec → Payslip Audit Report Email sent to the worker → Worker's Inbox

▶ The Payslip Audit Report Email

Here is the template of the onboarding email sent to workers

Dear {{firstname}},

A new audit has been processed on {{umbrella}}'s payslip for the payroll of {{payDay}}.

Please find attached your Payslip Audit Report.

Important Information

An essential part of the audit process is for you to ensure that the Rate and the Net Pay you received in your bank account match your payslip.

Find the below the information extracted from your payslip you have to review:

> (Missing Rate)

> Money received on your bank account:
> {{netPay}}

If any of these amounts are inaccurate:

Click Here To Report

All your audits in one place

Access Your Dashboard

Want to know more about PayslipBuddy? Access our FAQ:

- What is PayslipBuddy?
- Why is your Umbrella Company using PayslipBuddy?
- How much is it going to cost me?