



Healthcare Environmental Services Limited Factsheet: what to do when you've been made redundant



Employer name: Healthcare Environmental Services Limited

Case reference: CN00063291

You have certain rights when you're made redundant. This may include the right to claim redundancy pay.

If you have lost your job through redundancy and your employer has not paid you, you can apply to the Insolvency Service (a Government agency) for a redundancy payment instead.

What you can claim

Because Healthcare Environmental Services Limited has not yet entered into a formal insolvency process, you can only claim the following:

- Redundancy pay - if you worked for your employer for at least 2 continuous years under a contract of employment.

We can pay you a maximum of £508 per week

If the company enters into a formal insolvency process, you may be able to make an additional claim for money you are owed, for example wages, notice pay and holiday pay. If this happens we'll contact you to let you know.

How to apply for redundancy pay

You need to complete an online application.

Apply online from today at www.gov.uk/claim-redundancy

Completing an application takes between 30 minutes and an hour.

The application will ask you about your employment, so you should have information about your employment start and end dates, your salary and your National Insurance number to hand when you go online.

We process 95% of claims within 6 weeks of receiving a completed claim form.

Your eligibility

You can only make a claim if you are:

- a British national, or
 - a European Economic Area national, or
 - a Commonwealth citizen who has a right to work in the UK, or
 - you have not had your contract of employment transferred to a new employer.
- There's more information about this at <https://www.gov.uk/transfers-takeovers>

What happens next

We're in contact with your former employer and are working with them to get the information we need to assess your claim. We're attempting to arrange an inspection of employee wage records as a matter of priority. This is to confirm your eligibility and, if you're entitled to a payment, to make sure we pay you the correct amount of redundancy pay.

If our inspection confirms you are eligible to receive a redundancy payment, we'll process your claim as soon as possible. We'll then try to recover this money from Healthcare Environmental Services Limited.

If we do not believe you're eligible to receive a payment, we'll contact you to let you know. If this happens, you could make a claim to an Employment Tribunal. You can find more information about how to do this at <https://www.gov.uk/employment-tribunals>

You have 6 months from the day you're dismissed to make a claim to an Employment Tribunal

Getting help

You can contact us by:

- telephone: 0330 331 0020
- email: redundancypaymentsonline@insolvency.gsi.gov.uk

Our opening hours are 9am to 5pm Monday to Friday except Wednesday when we're open from 10:30am to 5pm.

Please quote your reference (beginning LN) or National Insurance number when contacting us.

Details of how the Insolvency Service treats your personal information can be found at <https://www.gov.uk/insolvency-service/about/personal-information-charter>