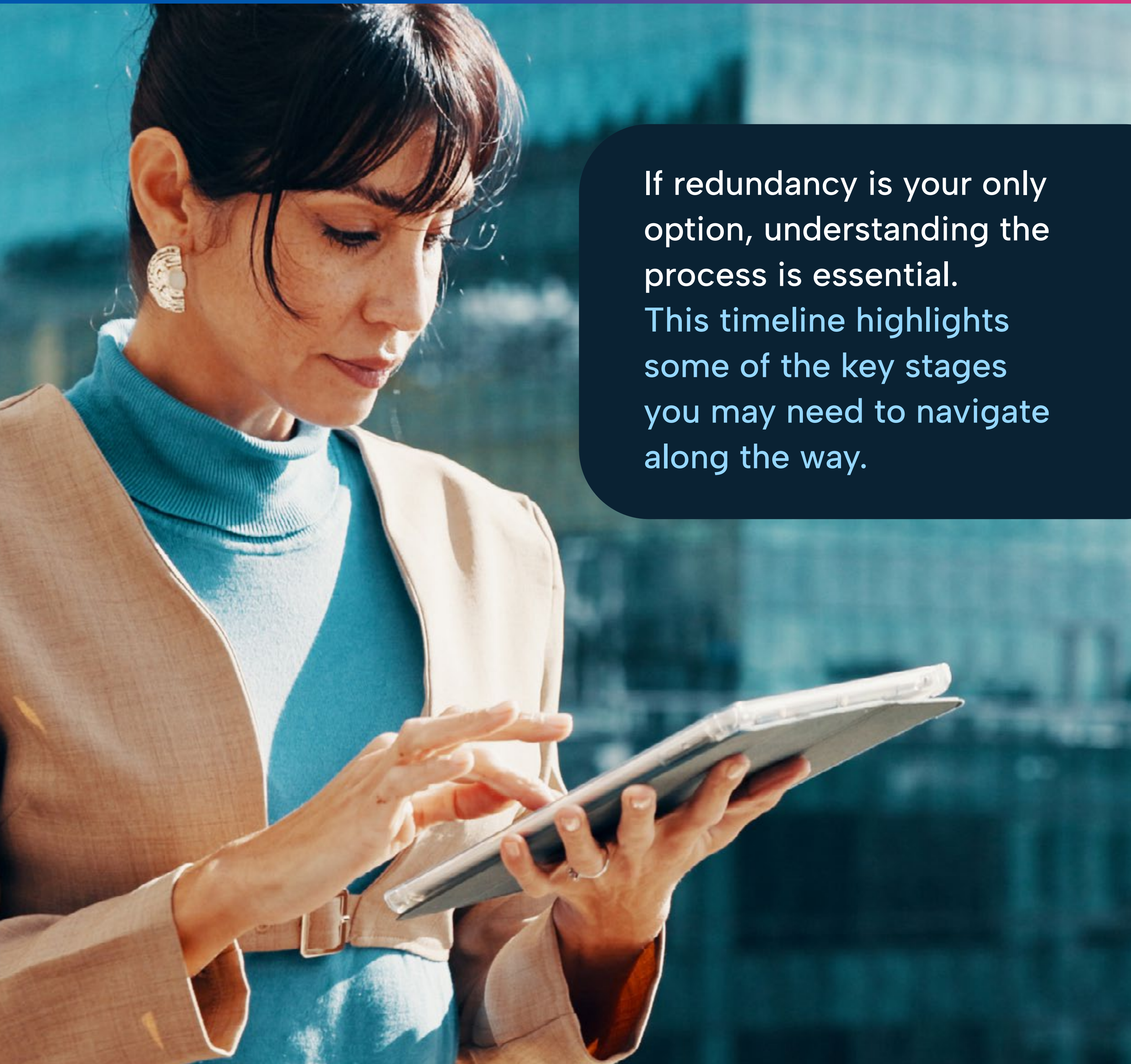
The redundancy process:

The timeline of key stages



If redundancy is your only option, understanding the process is essential.

This timeline highlights some of the key stages you may need to navigate along the way.

DAY 01

Identify business reason

Is there a genuine redundancy situation?

Have you considered alternatives?

DAYS 02 › 03

Plan the process

Do you have a business case that includes the affected roles, proposed selection criteria and consultation plan?

You'll need to consult affected employees on this.

DAYS 04 › 14

Hold staff consultation meetings

This includes an at-risk meeting and two consultation meetings.

During these meetings, you'll need to consult with affected employees on the proposals and selection criteria, as well as exploring alternatives.

DAY 15

Make a decision

If there are no suitable alternatives, give notice of redundancy in writing.

You'll also need to confirm notice periods, pay and appeal rights.

FINAL STAGE

DAY 16

Employment ends

Do you know what final payments you need to make?

Have you checked what holiday pay, notice pay and statutory redundancy pay staff are entitled to?

Making 20+ redundancies?

Collective consultation rules and statutory minimum collective consultation time periods may apply.

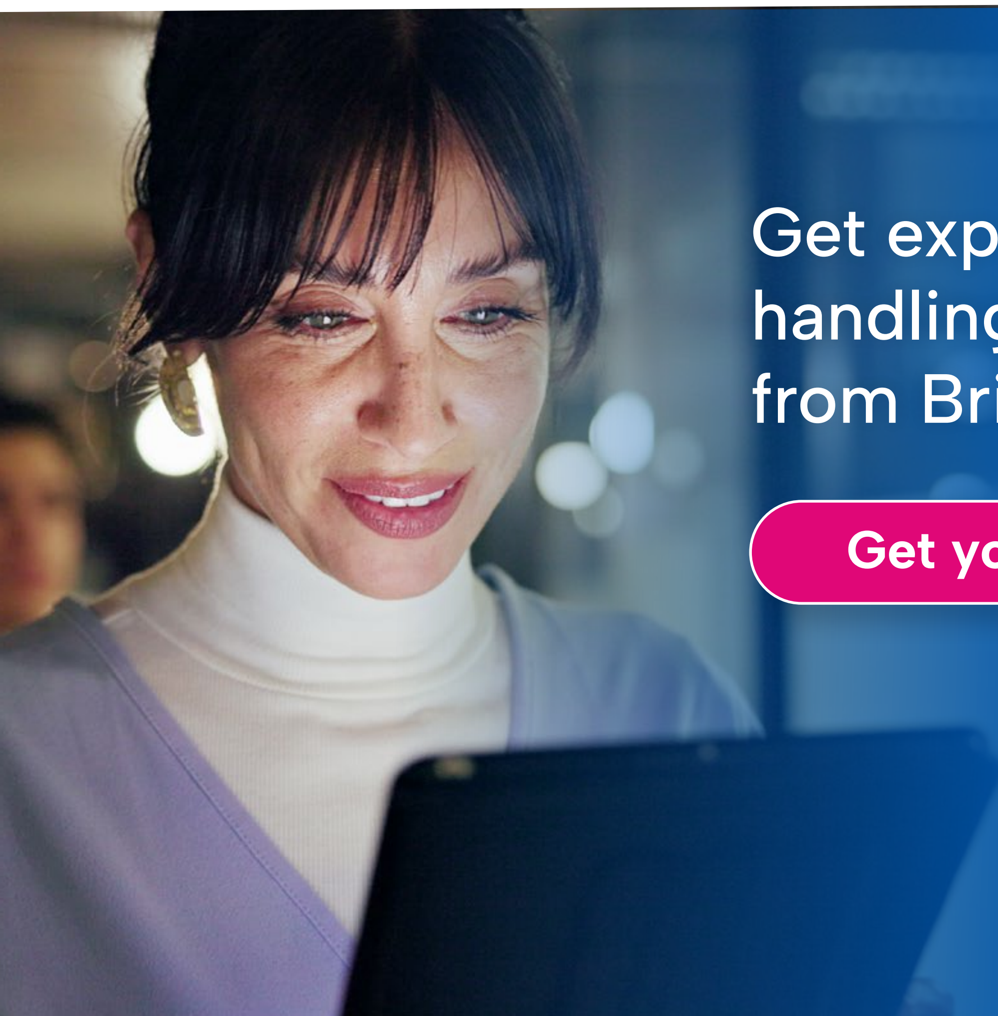
Not sure how to carry out the redundancy process?

Don’t guess.

Every redundancy situation is unique, and getting key decisions wrong can lead to costly claims.

Get expert support to help you manage the process.

- ✓ Employment law advice
- ✓ Redundancy letters and documentation
- ✓ Step-by-step guidance
- ✓ Optional tribunal insurance for extra protection



Get expert support on handling redundancies from BrightHR.

Get your free demo