

# Furloughed workers

If you cannot cover employee costs due to COVID-19, you may be able to offer support by continuing to pay part of their wage to avoid redundancies.

If you intend to access the Coronavirus Job Retention Scheme, you should discuss with them about becoming classified as a furloughed worker. This would mean that your employees are kept on your payroll, rather than being laid off.

To qualify for this scheme your employee should not undertake work for you while they are furloughed. This will allow you to claim a grant of up to 80% of their wage for all employment costs, up to a cap of £2,500 per month.

Your employee will remain employed while furloughed. You could choose to fund the differences between this payment and the employee's salary, but you do not have to.

If your employee's salary is reduced as a result of these changes, they may be eligible for support through the welfare system, including Universal Credit.

It is intended for the Coronavirus Job Retention Scheme to run for at least 3 months from 1 March 2020, but will be extended if necessary.