



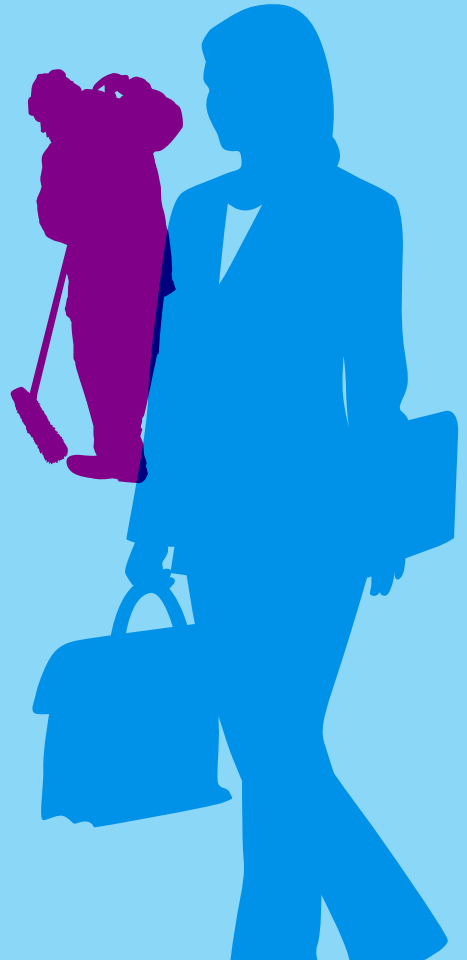
# Duncan Lewis

## Employment Insurance Package

In an employment dispute,  
you need an expert on your side.

**Expert guidance and advocacy on all  
employment-related matters including:**

- Changes to Contracts of Employment
- Compromise Agreements
- Discrimination
- Equal Pay
- Flexible Working
- Harassment
- Holiday & Sick Pay Rights
- Redundancy
- Tribunal Hearings
- TUPE
- Unfair Dismissal



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## Employment Insurance Package

### What is it?

A comprehensive advice service for employers backed by insurance against the legal costs and compensation associated with an Employment Tribunal claim.

### How does it work?

A 12 month retainer with us is backed by an insurance policy with Temple Legal Protection. The terms of the insurance policy require us to review your existing contracts, policies and procedures, implement any necessary changes and provide ongoing advice and training.. If one of your employees does bring a claim, you will be insured for the legal costs and damages associated with that claim, provided you have sought and taken our advice when dealing with that employee.

### What do I get?

- A full review of contracts, policies and procedures
- Training for key managers and HR
- Our quarterly newsletter updating you on important developments
- A direct line to a dedicated qualified solicitor for ongoing advice
- Help with drafting letters needed in Disciplinary and Grievance Procedures
- Representation in Employment Tribunal claims
- Insurance cover for the costs and compensation of Tribunal claims
- Complete peace of mind

The same solicitor will carry out your initial contract review, provide the ongoing advice and, if needed, represent you in the Employment Tribunal. Our A-Z service means that we can bring our experience of what actually happens at an Employment Tribunal to our advice on how to avoid getting there

### What does it cost?

Both the insurance premium and our retainer are tailored to the size and cost of your workforce, as well as the procedures you already have in place. However, the guideline fees on the back of this flyer provide an estimate of the costs depending on the size of your organisation. Contact us on to arrange a quote.

We think we are more than competitive when compared with prominent Employment and HR Consultancy organisations. If you have been given a cheaper quote elsewhere, tell us and we will see if we can match it.

We can also offer you what consultants cannot: a dedicated line to a qualified solicitor who will get to know you and your business so we can advise the best way to deal with specific situations.

To find out more about this Insurance scheme, contact our Employment department on 020 7923 8464 or by email [employment@duncanlewis.com](mailto:employment@duncanlewis.com). For more information on the scheme and our Employment department, please visit our website at [www.duncanlewis.com](http://www.duncanlewis.com)

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**Duncan Lewis**  
Giving people a voice