

POLICY ON INDUSTRIAL ACTION

This policy sets out the arrangements which will be put in place across Royal Holloway in the event of industrial action. The policy applies to all of the College's employees.

The objective of the policy is to ensure that in the event of lawful industrial action, there are fair and consistent arrangements in place to ensure that all employees and students at the College are protected accordingly.

Contractual Arrangements

- Staff participating in industrial action will not be paid for those days when they are on strike. Pay will be withheld at the rate of 1/260th for each day an individual participates in strike action.
- Where action short of a strike is undertaken, the College will not accept partial performance. The College reserves the right to withhold a percentage of pay up to 100%, where any member of staff is participating in action short of a strike. The percentage to be withheld will be identified and notified to staff in advance of any action which will lead to any such deductions being made. The amount to be withheld will be considered particularly in light of the impact on students.
- Staff who do not attend work as a result of a refusal to cross a picket line will be treated in the same way as any employee taking strike action.

Annual Leave

Where College employees have previously booked annual leave during a period of industrial action, this will continue to be honoured and normal payment will be made. However, no retrospective booking of annual leave can be made during or following industrial action and College policy is to not normally allow requests for annual leave on strike days (once they are known).

Employees remaining at work

Employees who choose not to take part in industrial action will be expected to undertake their normal duties. The College will, wherever possible, cover the essential duties of those staff involved in industrial action, but staff not participating in action will not be unreasonably asked to take on the duties of absent colleagues.

Return to normal working

Staff returning to work following industrial action will be expected to resume their full duties. There should be no expectation that the College will pay any sums withheld from a member of staff following the conclusion of industrial action, or confirmation from them that they are no longer taking part in the industrial action.

Human Resources Department

20th March 2011