ZEDRA Local Country Guide Employee Leave Administration

United Kingdom

Reports

The ZEDRA Leave Administration global service will provide a real-time account of all authorised/reported leave/absence via the system & app. A monthly output of all local Leave's will be provided on/by the agreed date on the Leave Management calendar. These are available in English language:

- Annual Leave
- Public Holidays
- Maternity Leave
- Paternity Leave
- Adoption Leave
- Neonatal Care Leave
- Shared Parental Leave
- Unpaid Parental Leave
- Sickness Absence Leave
- Time Off for Dependants Leave
- Carer's Leave
- Bereavement Leave
- Parental Bereavement Leave
- Bereaved Partner Leave
- Training Leave
- Public Duties Leave
- Charity/Volunteering Leave
- Sabbatical Leave

Country Specific Commentary

Leave and absence categories may vary according to local legislation, applicable collective bargaining agreements and individual employer policies.

Additional country-specific leave categories or arrangements may apply and can be incorporated into the Global Absence Management service where required, subject to the agreed scope of services.

Certain statutory leave arrangements differ between Great Britain and Northern Ireland. Additional public holidays may also be designated for special national or Royal occasions, requiring updates to the applicable holiday calendars.

Local System Functionality

The standard Leave Administration module can be supplemented with the Time module offering some Time Entry/Exit recordings at an additional charge.

Additional Services

It is possible that additional local services may be required in specific local countries to support the global standard operating model. Below is a list of additionally chargeable services for your consideration:

- Time Module.
- Leave benchmarking study.