## **British Transport Police Federation Group Insurance Scheme** Unsocial hours benefit claim form



GeorgeBurrows

You are eligible to claim this benefit if you have been off sick for more than 14 days and were scheduled to work unsocial hours between 20.00hrs and 06.00am. Benefit is payable from the 15th day of absence and for a maximum of 8 weeks, within 24 weeks from the date of disablement.

The maximum benefit you can claim is dependent on your weekly contracted working hours.

For example: 40 contracted hours per week = 320 hours benefit (8 weeks x 40 hours)

20 contracted hours per week = 160 hours benefit (8 weeks x 20 hours)

Unsocial hours benefit is applicable to your unsocial hours enhancement at 7.5% of basic salary, up to a limit of £60 per week.

If you wish to claim unsocial hours benefit please complete this form in BLOCK CAPITALS and send it to: British Transport Police Federation, Federation Office, 134 Thurlow Road, West Dulwich, London **SE21 8HN.** 

Home telep	phone no							
First date of	of absence							
First date of	of claim (th	is must be	after 14 da	ys of abse	nce)			
Last date o	f absence							
Under this Please sele	policy, a week	eek is cor eks you we	unsociable usidered to re ere rostered il these shif	un from Motor to work th	onday to	Sunday.		le hours (after the
Week commencing (date):	T Monday	otal hours c	laimed per uns		s shift (8.0 Friday	0pm – 6.00an   Saturday	n)   Sunday	Total Unsociable Hou claimed (per week):
<u>, ,                                  </u>		•	,	•			-	Week 1:
								Week 2:
								Week 3:
								Week 4:
								Week 5:
								Week 6:
								Week 7:
								Week 8:
Normal Ho	urly Rate c	of Pay £			Total nu	umber of hou	rs claimed :	
Copies of pay pattern, showi form as support of you do not had signature of your documents.	ng your po orting evide nave a shift	esition in the ence for you t pattern w	ne pattern a our claim. vith your nan	t the first d	ate of you rly showin claim:	ur claim mเ ng the aboง	ıst accom	pany this
Line Manager (Block capitals	's name ar s please)	nd Rank:						

Please continue overleaf.

I hereby declare that:

- The number of hours I am claiming are based on the hours I was scheduled to work
- I have suffered a loss of unsocial hours benefit

•	I was a subscribing member of the British Transport Police Federation gr	roup
	insurance scheme for the period of this claim	

Signature	Date
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Please note that the Federation office may pass information held by the Force to the brokers but only that which is necessary in connection with your claim and membership of the scheme.

## Please complete the following section to enable benefit payments to be made direct to your nominated bank account:

Bank name and address					
Branch sort code:		/			
Account name:					
Account number:					

This claim form must be submitted by the Federation office.

By submitting this claim via email to George Burrows, we hereby confirm that the claimant was a member of our Group Scheme at the date of the incident and is therefore an eligible claimant.

George Burrows are acting on behalf of insurers, which enables us to handle certain claims on their behalf.

## **DATA PRIVACY NOTICE**

George Burrows is a trading name of Arthur J. Gallagher Insurance Brokers Limited (Gallagher).

We are the data controller of any personal data you provide to us. We collect and process personal data in order to offer and provide insurance services and policies and to process claims. Personal data is also used for business purposes such as fraud prevention and detection, financial management, to generate risk modelling, conduct analytics including to advise, improve and develop our products and services and to comply with our legal and regulatory obligations. This may involve sharing information with, and obtaining information from, our group companies and third parties such as (re)insurers, other brokers, loss adjusters, credit reference agencies, service providers, professional advisors, our regulators or fraud prevention agencies. We may record telephone calls to help us to monitor and improve the service we provide as well as for regulatory purposes.

Please see our Privacy Notice for further information on how your personal data is used, shared, disclosed and retained, your rights in relation to your personal data and how to contact our Data Protection Officer. Our Privacy Notice can be found at https://www.ajg.com/uk/brokerage-privacy-policy/. From time to time we may make important updates to our Privacy Notice and these may in turn affect the way we use and handle your data. Please ensure you review our Privacy Notice periodically to ensure you are aware of any changes.

If you are providing us with personal data of another individual that would be covered under the insurance policy we may be placing or services we may provide to you, you shall ensure that you have obtained all appropriate consents, where required, tell them you are providing their information to us and show them a copy of this notice. You must not share personal data with us that is not necessary for us to offer, provide or administer our services to you.

GeorgeBurrows

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