



Site Levy

- Purpose
- Collection
- Managing Contractors Role
- Sub Contractors

What Is Levy

As an ECIA member you are conditionally required to submit clocked hours directly or have audited on your behalf that have been worked against categorised work in the UK. As laid down in the National Agreement projects / undertakings are categorised in accordance with the type of work.

These hours form a type of working toll, which is then calculated taking into consideration the number of hours and the categorisation of the work.

Purpose

It is raised primarily to support the continuing functioning of the ECIA and the NJC National Agreement.

Collection

Collection of the levy is as follows -.

Category 1 Projects



Supplied Monthly

All Category 1 Projects will be rated at 10 pence per clocked hour (£0.10)

Supply of hours for Category 1 projects

Can either come from an auditor, the managing contractor or a designated source for supply of clocked hours

Category 2,3 & 4 Projects



Supplied Quarterly

All Category 2,3 & 4 Projects will be rated at 5 pence per clocked hour (£0.05)

Supply of hours for Category 2, 3 or 4

Will come directly from you, these will then be checked directly with the client

Note: All members under the agreement are conditionally bound to supply clocked hours and to reimburse the invoice generated from this.

Role of Managing Contractors

With Category 1 Projects, this may have the resource of an auditor for the supply of clocked hours from the site, these hours are then transmitted to the ECIA which are then converted in to levy and the respective contractors billed.

However it is envisaged the Managing Contractors role will be to ensure that hours are supplied and that any contractors which fail to reimburse their invoiced hours will be managed in such a way to facilitate corrective action, either with holding payments or suspending services until such time payment is made.

For sites without an auditor, the Managing Contractor will become the responsible source for the supply of clocked hours, either directly taking the responsibility or a designated source for the collation of hours.

It will also be the responsibility of the Managing Contractor to ensure that ALL of its contractors are in ECIA membership

Note: All members under the agreement are conditionally bound to supply clocked hours and to reimburse the invoice generated from this.

Role of Sub Contractors

Working for a Managing Contractor of a project, you will be responsible for strictly working in accordance with the National Agreement.

You will also be responsible for ensuring that the hours you work, which will be submitted to us via auditor or the managing contractor for Category 1 or Category 2, 3 or 4 levy supplied yourselves for any hours that incur a levy invoice that this is paid on time as this could facilitate corrective action, either with holding payments or suspending services until such time payment is made

It is your responsibility as a Contractor for Category 2, 3 or 4 undertakings to correctly report your hours to the ECIA on the report forms that will be sent to you the at the end of each quarter. Please ensure that invoices from these hours are then paid on time.

Hours reported will be checked!

Note: All members under the agreement are conditionally bound to supply clocked hours and to reimburse the invoice generated from this.