

briefingpages

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■ HEALTH AND SAFETY

1. COSHH REGULATIONS UPDATED

From 6 April, 2005 The Control of Substances Hazardous to Health Regulation 2002 have been significantly updated. There is now a new focus on good practice to help employers prevent their employees' health being harmed by the chemicals used in their workplace, and a change to the way limits are set for exposure to chemicals in the workplace.

EMPLOYERS' COSHH DUTIES

To comply with COSHH employers currently need to follow these eight steps:

Step 1 Assess the risks.

Step 2 Decide what precautions are needed.

Step 3 Prevent or adequately control exposure.

Step 4 Ensure that control measures are used and maintained.

Step 5 Monitor the exposure.

Step 6 Carry out appropriate health surveillance.

Step 7 Prepare plans and procedures to deal with accidents, incidents and emergencies.

Step 8 Ensure employees are properly informed, trained and supervised.

WORKPLACE EXPOSURE LIMITS (WELS)

In addition the regulations have now introduced a new, simpler occupational exposure limit system. Maximum Exposure Limits (MELs) and Occupational Exposure Standards (OESs) will be replaced with a single type of limit - the Workplace Exposure Limit (WEL). All the MELs, and most of the OESs, are being transferred into the new system as WELs and will retain their previous numerical values.

A WEL is the maximum concentration of an airborne substance, averaged over a reference period, to which employees may be exposed by inhalation. This means it is a figure that, at worst, should not be exceeded.

ADEQUATE CONTROL

As of 6 April, 2005 adequate control of exposure will not rely merely on numerical limits, but will place greater emphasis on good control practice. COSHH now requires employers to:

- apply the eight principles of good practice for the control of substances hazardous

- to health (regardless of whether a substance has an exposure limit);
- ensure that the WEL is not exceeded; and
- ensure that exposure to substances that can cause occupational asthma; cancer; or damage to genes that can be passed from one generation to another; is reduced as low as is reasonably practicable.

PRINCIPLES OF GOOD PRACTICE FOR THE CONTROL OF EXPOSURE TO SUBSTANCES HAZARDOUS TO HEALTH

Employers already have a clear responsibility to manage and minimise the risks from work activities. They must develop suitable and sufficient control measures and ways of maintaining them. They should:

- identify hazards and potentially significant risks;
- take action to prevent and control risks;
- keep control measures under regular review.

To be effective in the long term, control measures must be practical, workable and sustainable. The principles of good control are now part of the COSHH Regulations - they appear in Schedule 2A, aligned with Reg. 7(7). Employers who do not follow these principles will not be properly protecting their employees.

They are to:

- a. Design and operate processes and activities to minimise emission, release and spread of substances hazardous to health.
- b. Take into account all relevant routes of exposure.
- c. Control exposure by measures that are proportionate to the health risk.
- d. Choose the most effective and reliable control options which minimise the escape and spread of substances hazardous to health.
- e. Where adequate control of exposure cannot be achieved by other means, provide, in combination with other control measures, suitable personal protective equipment.
- f. Check and review regularly all elements of control measures for their continuing effectiveness.
- g. Inform and train all employees on the hazards and risks from the substances with which they work and the use of control measures developed to minimise the risks.
- h. Ensure that the introduction of control measures does not increase the overall risk to health and safety.

Guidance on applying the principles was also published on 6 April to help employers. In the coming months case studies illustrating good practice will be published at www.hse.gov.uk/coshh/.

Good practice advice on controlling chemicals is available at www.coshh-essentials.org.uk/.

New versions of the COSHH Approved Code of Practice: EH40 (the list of exposure limits), and the brief guide to COSHH leaflet are available from the HSE Books at www.hsebooks.co.uk/, telephone 01787 881165, fax 01787 313995. The brief guide can be downloaded at www.hse.gov.uk/pubns/indg136.pdf.

WHAT SHOULD AMICUS REPS BE DOING?

- Ensure you are involved in the COSHH assessment, so that no substance is used without having first been fully assessed.
- Use your rights to health and safety information to request and take copies of COSHH assessments and records of monitoring, including the results of local exhaust ventilation tests.
- Check that measures to first prevent and then control exposure are introduced.
- Ensure that the employer provides information and training in the risks and alternative means of working with substances hazardous to health.
- Ask your employer whether there is a COSHH Essentials control solution for the jobs you do. If there is, make sure it is applied.

2. NEW ROAD TRANSPORT WORKING TIME REGULATIONS

New working time limits came into force on 4 April 2005. The Road Transport (Working Time) Regulations 2005 limit working time for drivers and crew of HGVs and PSVs in the road transport sector in Great Britain, with similar Regulations for Northern Ireland due very soon after. The Vehicle and Operator Services Agency (VOSA) (in the UK) and the Driver and Vehicle Testing Agency (DVTA) (in Northern Ireland) will enforce the new regulations, primarily in response to complaints they receive.

In brief, the new Regulations provide:

- a maximum 48 hour working week on average;
- an absolute limit of 60 hours in any one working week;
- no opt out;
- a maximum 10 hours night work in any 24;
- 11 consecutive hours rest in every 24;
- 45 consecutive hours rest per week;
- 45 minutes break after 4.5 hours driving;
- 30 minutes rest after 6 hours working (but not driving);
- 45 minutes break after 9 hours working (but not driving).

NEW LIMITS ON WORKING TIME

- Maximum 48 hour working week, calculated on average over a reference period of 17 weeks (which can be extended to 26 weeks by collective agreement).
- Absolute limit of 60 hours working in any week. Coach drivers on an international (non-regular) unscheduled journey can work longer than 60 hours in a week, but the average 48 hour working week, along with the daily and weekly rest requirements under the EU drivers' hours rules, still applies.
- The working week commences at 00.00 on Monday morning.
- There is no opt out from the 48 or 60 hour limits.
- Maximum 10 hours night work in any 24 hour period (this can be extended by collective agreement). Night time is defined as a period between 00.00-04.00 for drivers and crew of HGVs and 01.00-05.00 for drivers and crew of PSVs. If a worker does any work during this period they will be subject to the night work limits. Workers entitled to free health checks before commencing night work and at regular intervals thereafter (under the Working Time Regulations).
- Statutory annual leave entitlement (4 weeks under the Working Time Regulations), sick leave, maternity and paternity leave cannot be used to bring down the average weekly working time. When calculating totals, employers must count each day as 8 hours and each week as 48 hours.

WHAT COUNTS AS WORKING TIME?

- All time on road transport activities, from the beginning of work, during which the worker is at the workstation (typically this means the driver's cab), at the disposal of the employer and exercising his/her functions or activities. This includes driving, loading/unloading, training, assisting passengers, cleaning and maintenance, work intended to ensure safety of vehicle and its cargo and passengers, administrative formalities or work linked to legal or regulatory obligations directly linked to the specific transport operations under way.
- Time during which the mobile worker cannot freely dispose of his/her time and is required to be at the workstation, ready to take up normal work, with certain tasks associated with being on duty.
- Waiting periods where the foreseeable duration is not known in advance by the mobile worker, either before departure or just before the start of the waiting period in question.

WHAT DOES NOT COUNT AS WORKING TIME?

- Routine travel between home and the normal place of work.
- Rest and breaks when no work is done.
- Periods of Availability (PoA), defined as waiting time whose duration is known about in advance by the worker. For a PoA the worker should not be required to remain at his/her workstation, but must be available to answer calls to start work or resume driving on request; and the period and the foreseeable duration should be known in advance, by the worker, either before departure or just before the start of the period in question. PoAs should still count as paid time.
- Evening classes or day-release courses.
- Voluntary work or time spent as a Retained Fire Fighter, a Special Constable, or member of the Reserve Forces.

REST AND BREAK ENTITLEMENTS

Minimum daily and weekly rest provisions are generally applied to drivers by EU drivers' hours rules. The new Regulations also apply daily and weekly rest requirements to other mobile workers, trainees and apprentices when travelling under the EU rules. Additional break requirements under these regulations also apply. Break requirements under EU drivers' hours rules take precedence when driving. All workers are subject to rest provisions under EU drivers' hours rules when travelling.

These are:

- 11 consecutive hours rest in every 24 (starting from when work commences). This can be reduced to 9 hours up to 3 times a week, but any reduction in the 11 hours entitlement must be compensated for by the end of the next week. Alternatively 12 hours rest can be taken in 2 or 3 periods, the last of which must be at least 8 hours.
- 45 consecutive hours rest per week. This can be reduced to a minimum of 36 consecutive hours if taken either where the vehicle is normally based or where the driver is based. If it is taken elsewhere it can be reduced to a minimum of 24 consecutive hours. Each reduction must be made up by an equal period of rest attached to a weekly or daily rest period and taken in one continuous period before the end of the third week following the week in question. Rest requirements are additional to any paid annual leave entitlement under other working time legislation.
- A break of 45 minutes after 4.5 hours cumulative or continuous driving (or 2 or 3 breaks of at least 15 minutes which together total 45 minutes during or immediately after the driving period).
- Breaks totalling at least 30 minutes if working (but not driving) between 6 and 9 hours per day, or 45 minutes if working (but not driving) over 9 hours.
- Breaks may be taken at the workstation but must not include anything considered as work.
- Breaks do not count as working time, whether paid or unpaid.

WHO IS AFFECTED BY THE NEW REGULATIONS?

Any mobile workers in road transport activities that are covered by EU drivers' hours rules under EU Regulation 3820/85/EC. Generally, this means workers (drivers and crew) in vehicles fitted with a tachograph, including goods vehicles weighing over 3.5 tonnes, coaches and some non-local buses.

WHO IS NOT AFFECTED BY THE NEW REGULATIONS?

- The self-employed will not be covered until March 2009, but the definition of "self-employed" will be much stricter than under the Employment Rights Act 1996, the Working Time Regulations 1998 or Inland Revenue rules, to prevent employers evading these Regulations.
- Drivers, crew, or travelling staff who do not come within the definition of "mobile workers" (such as a teacher who drives a PSV on a school trip that is subject to EU drivers' hours rules).
- Passengers (such as builders being driven to a construction site).
- Mobile workers not covered by EU drivers' hours rules (such as taxi and van drivers) are covered by the Working Time Regulations and are thus entitled to such provisions as an average 48-hour working week, 4 weeks' paid annual leave, health assessments if working nights and adequate rest.
- Workers occasionally undertaking activities covered by EU drivers' hours rules are also covered by the Working Time Regulations.

WHAT IF YOU WORK FOR MORE THAN ONE EMPLOYER?

Anyone working for more than one employer must inform each employer in writing of the number of hours worked for the other employer(s) as the Regulations apply to the whole of each worker's working time, not separately for each employer. For more details see the DfT website www.dft.gov.uk

3. NEW SAFETY REPS' RESOURCES

We have recently updated the health & safety resources section of the Amicus website to include some useful new resources for safety reps. These include an accident investigation form, a hazard checklist, and an inspection checklist. Many thanks to Amicus safety reps for kindly supplying some of the materials used in the compilation of these report forms.

Also available is the TUC version of the HSE's book Safety Representatives and Safety Committees, also known as the Brown Book, an essential tool for safety reps, which outlines their rights as reps and their employers' responsibilities to enable them to carry out their functions.

For those without internet access, these can be emailed or posted to you by contacting Chris O'Leary on 020 7939 7016 or chris.o'leary@amicustheunion.org.

1. NEW PENSIONS OBLIGATIONS AFTER A TUPE TRANSFER

Amicus has long been pressing for better protection of members pension rights after TUPE transfers. As from April this year, following legislation in the Pensions Act 2004, a minimum basis of protection is now required. While it falls short of our objective of requiring employers to provide a pension of comparable quality, it does improve on a situation where a new employer has not been obliged to make any provision at all.

THE OLD LEGAL POSITION

TUPE, the Transfer of Undertakings (Protection of Employment) Regulations 1981, is the legislation, which is intended to protect employees after a business is sold, other than by share purchase, and employees are transferred to a new employer. Historically, TUPE had a specific exclusion for pensions or, to be more specific, for old age benefits.

In recent years this exclusion has been limited by legal precedents (the 'Beckmann' and 'Martin' cases) relating to redundancy and employer-initiated early retirements where it has been held that beneficial provisions for pension benefits to be paid before normal pension age can transfer over as an obligation on the new employer, even if there is no requirement to provide a pension scheme.

THE NEW REQUIREMENTS

Now, the new legislation provides that where before a TUPE transfer an employee was a member of an occupational pension scheme, then the new employer after a transfer must provide one of the following:

- a defined benefit pension scheme which satisfies the standard required to contract-out of S2P on a defined benefit (Reference Scheme Test basis) i.e. a scheme providing very broadly a 1/80 pension payable at 65;
- a scheme which provides benefits based on an employer contribution of no less than 6% and any member contributions;
- a money purchase scheme in which the employer agrees to match any member contribution made up to a maximum employer contribution of 6% of basic pay.

There is no new obligation in respect of pension rights in the old employers' scheme. This means they will, if not transferred, remain as a deferred pension. It should also be noted that, in respect of these deferred pensions, the Inland Revenue now accepts that there has been a change of employer after a TUPE transfer and, if scheme rules allow it, that a pension can be paid out even if the employee continues in employment with the new employer.

NO CHANGE FOR PUBLIC SECTOR WORKERS

Government policy in respect of transfers out of the main public service schemes (NHS, Local Government, Civil Service) remains unchanged in that new employers will still generally be required to provide a pension scheme certified by the government actuary as being comparable. This has always been based on policy rather than legislative requirements.

Public sector workers still remain vulnerable if policy was ever changed. Discussions are ongoing about extending access to public sector schemes. Notably, in the NHS, the Review of the Pension Scheme has focused on trying to find a way for employees whose employment is contracted-out, but who are still doing NHS work, to remain in the NHS Scheme.

ASSESSMENT

The new provision affecting private sector TUPE transfers impose a minimum requirement but falls short of requiring pensions of a comparable quality. In TUPE transfer situations we will clearly have to continue to try and negotiate comparable pensions and, where appropriate, an advantageous basis of transfers. We will need to be alert to a danger that the new minimum provisions may be put forward as the norm ie that they might undermine our ability to negotiate something better.

The new TUPE provision is a regrettably limited advance but it does create an interesting precedent for compelling employers to contribute to a pension scheme.

NEW LEGISLATION

A raft of new employment legislation came into force on **6 April 2005**. Set out below, are details of new rights and the key changes to existing law:

1. THE INFORMATION & CONSULTATION OF EMPLOYEES REGULATIONS 2004

The Regulations give employees new rights, via representatives elected or appointed by the workforce, to be informed and consulted on a regular basis by the employer on a wide range of issues in their workplace. This covers issues such as the company's economic position and activities, any threats to employment, and major changes in work organisation or contractual relations. At present, these new rights only apply to workplaces with 150 or more employees. The Regulations will not cover workplaces of 100 or more employees until April 2007, and workplaces of 50 or more until April 2008.

A Guide to the Information and Consultation Regulations is available by writing to Paul Harwood at Hayes Court, or via our website. A full AMICUS Information and Consultation Pack, including model agreement clauses, model letters, guidance on workplace strategies and more, will be available to AMICUS members shortly both by post and via the members-only area of the website. Training courses on Information and Consultation strategies will be held for workplace reps in the Regions over the summer.

2. THE PENSIONS ACT 2004

Previously, occupational pensions were not covered by the protection of the **Transfer of Undertakings (Protection of Employment) Regulations 1981 (TUPE)** when the employer's business changed ownership. The Act introduces a minimum level of protection of employees' pensions, placing a duty on the new employer to continue to provide pension benefits following a transfer of an undertaking. However, the new employer has a great deal of flexibility in what pension arrangements they provide to transferred employees, and they do not have to provide identical pension benefits to the old employer. For example, the old employer may have provided a good final salary scheme, whereas the new employer can offer a money purchase or stakeholder scheme and make only the statutory maximum contributions of up to 6% of an employee's basic pay, which would represent a huge loss of pension benefits to transferred employees. Whilst the introduction of a minimum level of pension protection is welcome, AMICUS will continue to campaign for the full protection of pension benefits on a transfer of an undertaking. Union representatives should now ensure that pensions are on the agenda of any consultation exercise in the case of a transfer of an undertaking. Please see the **Pensions Section** for further details.

3. THE EMPLOYMENT RELATIONS ACT 2004

The 2004 Act implements the government's review of the Employment Relations Act 1999, and introduces a number of amendments to key rights. The Act is being implemented in stages from October 2004 to October 2005. The following changes are now in force:

- The Act clarifies the role of union representatives/colleagues under the **statutory right to accompaniment at disciplinary and grievance hearings**. The companions are allowed to address the meeting in order to put, or sum up, the worker's case, and are able to confer with the worker and respond on the worker's behalf to any view expressed at the meeting. They are not, however, allowed to answer questions on the worker's behalf.
- **Protection against unfair dismissal or detriment on grounds of trade union membership or activities** has been extended to include protection for using trade union services. The Act also makes it unlawful for an employer to offer employee's inducements to opt-out of collective bargaining. Coverage of these rights has also been extended from only "employees" to all "workers" (which will include casual, agency, freelance workers etc).
- The Act makes a number of important changes to the **Statutory Recognition Scheme**. The key change is a new right for trade unions to communicate with workers at an

earlier stage in the statutory recognition process. The Act also provides for existing Recognition Agreements, which do not cover the core topics of pay, holidays or hours, to be 'topped-up' to include these issues, but confirms that pensions are not covered as an issue under statutory minimum requirements for recognition agreements.

- The **protected period against dismissal for taking part in lawful industrial action** has been extended from 8 to 12 weeks. The 12 week protected period is also extended by the length of any period that the employer locks-out the employees.
- The Act introduces a new protection for workers subject to dismissal or detriment on grounds of taking **time off for jury service**.
- The Act renders it automatically unfair to dismiss an employee for exercising their **right to request flexible working**, and reduces the qualifying period to claim unfair dismissal in such cases from one year to 6 months.

Further information and guidance on the above can be obtained at www.dti.gov.uk/er/er_act_2004.htm

4. THE NATIONAL MINIMUM WAGE REGULATIONS 1999 (AMENDMENT) REGULATIONS 2004

This introduces new rights for output workers, including home-workers (ie. those who are paid according to their work output, rather than an hourly rate/fixed salary) to either be paid the minimum wage for each hour worked, or to be paid a 'fair piece rate' for their work to ensure that most output workers receive at least the minimum wage. The DTI has produced a guide setting out how the fair piece rate is calculated, which can be obtained at www.dti.gov.uk/er/nmw.

5. THE STATUTORY MATERNITY PAY (GENERAL) (AMENDMENT) REGULATIONS 2005

This contains a new provision to ensure that workers benefit from any pay rise awarded whilst they are away on maternity leave. Workers can calculate their maternity entitlements online at www.tiger.gov.uk. The DTI also provides full guidance at www.dti.gov.uk/workingparents.

6. FORTHCOMING LEGISLATION

The following new rights are expected to come into force on 1 October 2005:

- **Protection against Unfair Practices during a Statutory Recognition Ballot:** new provisions, under the Employment Relations Act 2004, will be introduced to prevent employers from adopting unfair practices to deter workers from supporting Union Recognition. This includes a prohibition on interfering with Union meetings, intimidating workers, making threats of dismissal, or offering inducements. A new Code of Practice setting out these measures will also be issued.
- The coverage of the **Transfer of Undertaking (Protection of Employment) Regulations 1981 (TUPE)** will be extended to cover all forms of contracting-out of services, and introduces new provisions aimed at saving the business and safeguarding employment where a business is insolvent.
- The implementation of the provisions making the new ET1 forms mandatory from 6 April have been delayed until 1 October 2005. However, AMICUS representatives should continue to use the new ET1 forms in all cases, and should ensure that copies of the old IT1 forms are destroyed. Guidance on, and copies of, the **new ET1 forms** can be obtained from your Regional Office or at www.employmenttribunals.gov.uk/pdfs/ET1_Claim_Form.pdf.
- **The Disability Discrimination Act 2005** will amend the definition of a disability to provide for increased protection for those diagnosed with HIV, multiple sclerosis and cancer. The new Act will give protection to these progressive conditions from the point of diagnosis, irrespective of whether there is a substantial adverse affect on the ability to carry out normal day-to-day activities, as presently required. The Act will also remove the requirement that mental conditions are 'clinically well recognised' before a worker is covered by the Act. A commencement date for the Act has not yet been finalised, but the government has indicated that these provision are likely to be enacted by the end of this year.

Further information on forthcoming legislation will be provided in later editions of *Activist*.

NEGOTIATING INFORMATION

INFLATION FIGURES

2005	RPI (Jan 1987=100)	RPI	RPIX	CPI
Jan	188.9	3.2	2.1	1.6
Feb	189.6	3.2	2.1	1.6
Mar	190.5	3.2	2.4	1.9
Apr	191.6	3.2	2.3	1.9

2004	RPI (Jan 1987=100)	RPI	RPIX	CPI
Jan	183.1	2.6	2.4	1.4
Feb	183.8	2.5	2.3	1.3
Mar	184.6	2.6	2.1	1.1
Apr	185.7	2.5	2.0	1.2
May	186.5	2.8	2.3	1.5
June	186.8	3.0	2.3	1.6
July	186.8	3.0	2.2	1.4
Aug	187.4	3.2	2.2	1.3
Sept	188.1	3.1	1.9	1.1
Oct	188.6	3.3	2.1	1.2
Nov	189.0	3.4	2.2	1.5
Dec	189.9	3.5	2.5	1.6
AVG	186.7	3.0	2.2	1.3

2003	RPI (Jan 1987=100)	RPI	RPIX	CPI
Jan	178.4	2.9	2.7	1.4
Feb	179.3	3.2	3.0	1.6
Mar	179.9	3.1	3.0	1.6
Apr	181.2	3.1	3.0	1.5
May	181.5	3.0	2.9	1.2
June	181.3	2.9	2.8	1.1
July	181.3	3.1	2.9	1.3
Aug	181.6	2.9	2.9	1.4
Sept	182.5	2.8	2.8	1.4
Oct	182.6	2.6	2.7	1.4
Nov	182.7	2.5	2.5	1.3
Dec	183.5	2.8	2.6	1.3
AVG	181.3	2.9	2.8	1.4

2002	RPI (Jan 1987=100)	RPI	RPIX	CPI
July	175.9	1.5	2.0	1.1
Aug	176.4	1.4	1.9	1.0
Sept	177.6	1.7	2.1	1.0
Oct	177.9	2.1	2.3	1.4
Nov	178.2	2.6	2.8	1.7
Dec	178.5	2.9	2.7	0.6
AVG	176.2	1.7	2.2	1.3

UNDERSTANDING INFLATION

The inflation rate is calculated from the prices of a range of different goods and services selected to represent average spending patterns in the UK. The Office for National Statistics monitors changes in these prices each month, and uses this to work out an average increase for the year. The different items in the 'basket' of goods and services are given different weights, so that things we spend more on, such as housing, motoring and food, are given more importance.

BASE LENDING RATE FOR MAY 2005 IS 4.75%

AVERAGE EARNINGS – INCLUDING BONUSES

2005

	Whole Economy			Manufacturing			Public Sector		
	Average Earnings Index	Single Month	3 month Average	Average Earnings Index	Single Month	3 month Average	Average Earnings Index	Single Month	3 month Average
Jan	123.1	4.2	4.4	117.4	3.0	3.2	122.7	4.7	4.6
Feb	120.7	5.7	4.7	117.8	3.0	3.2	123.2	4.6	4.6
Mar	121.1	4.0	4.6	121.7	3.4	3.4	123.3	4.2	4.5

2004

2004	Whole Economy			Manufacturing			Public Sector		
	Average Earnings Index	Single Month	3 Month Average	Average Earnings Index	Single Month	3 Month Average	Average Earnings Index	Single Month	3 Month Average
Dec	118.5	4.4	4.3	117.8	3.8	3.4	122.2	4.4	4.7
Nov	109.8	4.1	3.8	109.4	4.1	3.8	109.4	4.1	3.8
Oct	117.8	4.2	4.1	116.6	3.4	3.3	121.7	4.8	4.6
Sept	117.2	3.9	3.8	116.1	3.2	3.4	121.2	4.4	4.2
Aug	108.6	3.6	3.7	108.8	3.8	3.7	109.1	2.9	3.4
July	116.2	3.3	3.8	116.2	3.9	4.1	119.7	3.6	4.2
June	116.5	4.3	4.4	116.0	4.1	4.4	119.8	4.5	4.4
May	116.0	4.2	4.4	115.9	4.4	4.1	119.0	4.6	4.3
April	115.8	4.6	4.3	115.5	4.8	3.9	118.6	4.1	4.3
Mar	115.7	4.3	5.2	116.1	3.2	3.5	118.2	4.3	4.3
Feb	114.3	3.9	4.9	114.7	3.6	3.5	117.8	4.4	4.3
Jan	117.1	7.3	4.7	114.0	3.6	3.5	117.1	4.1	4.2

2003

	Whole Economy			Manufacturing			Public Sector		
	Average Earnings Index	Single Month	3 Month Average	Average Earnings Index	Single Month	3 Month Average	Average Earnings Index	Single Month	3 Month Average
Dec	113.2	3.4	3.4	113.6	3.4	3.4	116.9	4.3	4.4
Nov	113.7	3.3	3.6	113.3	3.5	3.4	116.4	4.2	4.8
Oct	113.0	3.6	3.6	112.8	3.2	3.2	116.1	4.7	5.4

The three-month average figures are the changes in the average seasonally adjusted index values for the last 3 months compared with the same period a year ago.

Full-time average earnings by occupation

	£pw		£pw
All workers	527.10	Admin & Secretarial	362.50
All male	581.30	Skilled/craft	443.80
All female	438.70	Services	302.30
Managers	789.50	Sales	304.20
Professionals	701.40	Operatives	398.60
Associate Professionals	562.20	Other manual jobs	320.90

The table above gives estimates of full-time average weekly earnings by occupation. It is based on the figures from the New Earnings Survey 2003, updated by the AEI.

The National Minimum Wage

The National Minimum Wage Regulations 1999 (Amendment) (No 2) Regulations 2004 was introduced on 1 October 2004.

- The minimum wage for 16-17 year olds is £3 per hour
- The adult worker's rate rises by 7.8% from £4.50 per hour to £4.85 per hour
- The youth rate, for 18 to 21 year olds, rises by 7.9% from £3.80 per hour to £4.10 per hour

The regulations can be viewed on the HMSO website www.hmso.gov.uk

For more information on inflation go to
www.statistics.gov.uk or www.incomesdata.co.uk