



A Compliant & Award-winning Payroll Company.



INTRODUCING DASA UMBRELLA LIMITED

INVESTORS IN PEOPLE[®]
We invest in people Standard





DASA Umbrella Limited was delighted to win the Best Umbrella Company (under 1,499 clients) award at the renowned Contracting Awards held (virtually) in November 2020.

This prestigious accolade was particularly welcome as the category included nominations from many of our competitors!

For more information, please visit:
www.contractingawards.co.uk





INTRODUCING DASA UMBRELLA LIMITED

A Compliant & Award-winning Payroll Company



DASA Umbrella Limited provides recruitment

agencies, contractors and end-user clients with a full-service outsourced payroll solution to help them manage all facets of the assignment process. Established for more than twenty years, DASA's mutually beneficial commercial proposition and unrivalled compliance credentials combine to maximise the professional performance of all entities active in the temporary labour supply chain.

Ideally situated in Edgware, London, DASA's company infrastructure has been devised specifically to service the requirements of agencies, hirers and contractors on a daily basis. This infrastructure comprises trained and experienced staff, cutting-edge technology platforms and an enlightened customer care strategy, all of which contribute to DASA's client-focused ethos.

Naks Atheeq

Head of Finance - DASA Umbrella Limited

Developing trustworthy and entrepreneurial relationships with our clients underpins this philosophy as highlighted by the raft of additional benefits we offer; transparent pricing structures, favourable contract terms, free access to the DASA Rewards online portal and complementary merchandise for both consultants and contractors are tangible examples of these benefits.

The combination of DASA's ethical philosophy and an inherent desire to add value to our client relationships are integral components of both our brand culture and company growth strategy. They were also acknowledged as significant contributing factors when DASA Umbrella was nominated as the Best Umbrella Company (Under 1,499 Clients) category at the Contacting Awards in November 2020.

This brochure serves to document our services in more detail and to articulate the advantages of choosing DASA as your outsourced payroll partner. We hope that the content on the following pages will prove to be the catalyst for a long-standing and fruitful partnership.

DASA UMBRELLA PAYROLL SOLUTIONS

UMBRELLA

- PAYE Tax & NI Calculations
- Worker is Employed
- Statutory Deductions
- Daily & Weekly Payroll

STANDARD PAYE

- Gross-to-Net Calculations
- Tax & NI Paid at Source
- Compliant Payslips
- Friday Payment Dates

CIS

(Construction Industry Scheme)

- Approved CIS Scheme
- Compliant Tax Contributions
- Accurate Returns & Records
- No Future Liabilities

Limited Company

- Dedicated Accountancy Service
- Self-assessment Submissions
- Monthly VAT Returns
- Competitive Fee Structures



COMPLIANCE CREDENTIALS & ACCREDITATIONS

Protecting the Interests of our Clients



DASA Umbrella's commitment to all facets of compliance is endorsed by our memberships and affiliations with all the leading trade organisations in the recruitment industry. Few payroll companies are eligible to publish such a full suite of accreditations as they are only awarded following extensive audits of a business's products, processes and procedures.

The significance of adhering to these audits should not be underestimated

as it protects clients against any acts of non-compliance by any entity active in the assignment supply chain. Comprehensive insurance policies eliminate Directors and business owners from the risk of debt transfer or any future liabilities or penalties.

We encourage all potential clients to consider the genuine advantages of DASA's compliance status and how it provides complete peace of mind when trading in an increasingly regulated industry.



APSCo - Trusted Partner

DASA Umbrella Limited is a verified Trusted Partner of APSCo (The Association of Professional Staffing Companies) and is delighted to support the aspirations and values of this leading recruitment industry trade body. We operate our business in accordance with the APSCo Code of Conduct and contribute to the organisation's endeavours to promote the industry.

www.apsco.org



Umbrella – Accredited Member

DASA Umbrella Limited's umbrella payroll solution is accredited by the FCSA (Freelancer & Contractor Services Association) following a comprehensive annual audit of the companies processes and procedures. The audit is conducted by accessors from Brabners (LLP) & BDO, who both confirmed that our umbrella payroll service for agencies and contractors meet the stringent requirements of the organisation.

www.fcsa.org.uk



Self-Employed/CIS – Accredited Member

DASA's Self-Employed/ CIS (Construction Industry Scheme) payroll provision has also passed the equally forensic annual audits necessary to achieve accredited status with the FCSA. Offered in unison with all facets of the Government-backed scheme, our CIS model ensures that contractors working in construction, engineering, rail, and associated sectors deliver their services in a fully compliant manner and get paid accordingly.

www.fcsa.org.uk



Professional Passport - Umbrella

One of the most respected standards in the recruitment industry, Professional Passport has an unrivalled reputation for monitoring all facets of compliance in the temporary recruitment sector. DASA Umbrella Limited adheres to the Professional Passport ethos which serves to identify compliant providers via an extensive annual audit and the award of the organisations respected 'Approved' imprimatur.

www.professionalpassport.com



Professional Passport – CIS (Construction Industry Scheme)

DASA's CIS payroll provision is audited and approved by Professional Passport, which ensures that all our processes and procedures are fully compliant with this Government-endorsed initiative. To meet the criteria of the scheme, DASA's CIS provision is administered via DASA CIS Limited which complies with the criteria required to display the coveted Professional Passport Approved 'Gross Status' logo.

www.professionalpassport.com



TEAM - Service Provider

DASA Umbrella Limited is a service provider of TEAM (The Employment Agents Movement) which comprises a vast national network of independent recruitment and employment businesses across the UK. We support TEAM's commitment to promoting all aspects of compliance within the recruitment industry and welcome the opportunity to offer our portfolio of payroll services to its extensive membership.

www.jobsatteam.com



Umbrella Leaders Association - Member

DASA Umbrella Limited is delighted to have joined the Umbrella Leaders Association as of mid-January 2021. Becoming a Member of this forward-thinking organisation underlines DASA's unrivalled commitment to all facets of payroll compliance. We look forward to contributing to the aims and aspirations of this dynamic group of umbrella companies with whom we share a vision based on best practice and transparency.



Investors In People

DASA Umbrella Limited achieved Investors in People (Standard) status in August 2021 following a rigorous accreditation process that involved independent staff interviews and a detailed critique of the company work culture. The assessors were impressed by the clarity of DASA's commercial objectives and how they are communicated across the organisation. They also noted the multi-cultural and inclusive characteristics of the company.

www.investorsinpeople.com



UMBRELLA COMPANIES EXPLAINED



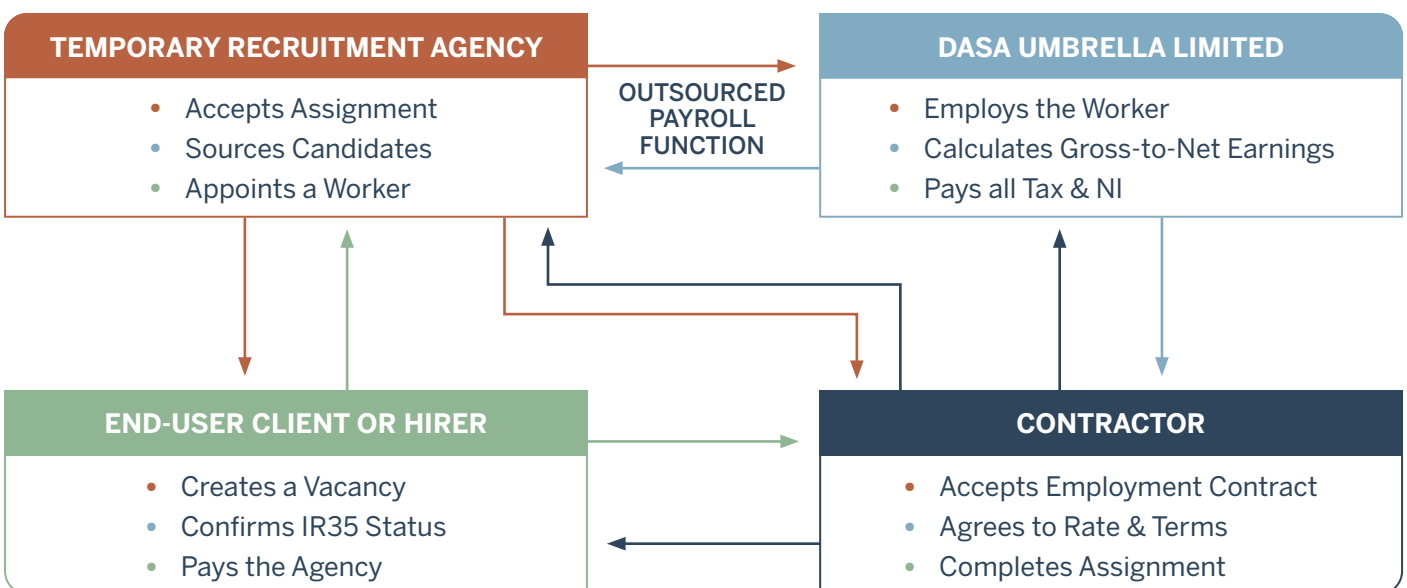
An umbrella company can be defined as an organisation that employs independent contractors, freelancers or agency workers who have been hired on a temporary contract or assignment basis. Typically, these workers are sourced and placed by recruitment agencies who specialise in the provision of contract labour but who choose to outsource both the employer responsibilities and payroll function to an external payment intermediary, commonly referred to as an umbrella company.

Positioned at the heart of the assignment supply chain, the umbrella company offers many benefits to both the recruitment agency and the contractor. By outsourcing the payroll function, agencies are able to minimise their administrative responsibilities and reduce their staff overhead considerably. Working in partnership with a compliant umbrella partner enables the agency to focus on its core objectives of sourcing and placing candidates.

Contractors are employed by the umbrella company under an overarching employment contract and their pay is calculated in accord with the PAYE & NI system. Workers also benefit from statutory employment rights, including sick and holiday pay, pension management and legitimate expenses claims, plus accurate gross-to-net payroll calculations with all tax and NI liabilities paid at source. DASA Umbrella also offers workers an array of additional advantages, including access to an employee benefits package and complimentary merchandise.

With hundreds of umbrella companies vying for a contractor's signature, it is vital that they are empowered with the necessary information to ensure they make an informed choice. Stories of non-compliance still prevail in the industry, and only those umbrella companies with proven and visible compliance credentials are guaranteed to protect the worker's professional interests and ensure they are paid on time every time.

UMBRELLA PAYROLL STRUCTURE & RESPONSIBILITIES





IR35 COMPLIANCE



As of April 6th, 2021, end-user clients hiring contractors, freelancers or agency workers need to ensure that they fully comply with new IR35 legislation which dictates that they are also responsible for determining the employment status of all assignments.

This decision was previously the responsibility of the contractors themselves, but this is now set to change.

Hirers must ensure that all assignments are subject to a

compliant status assessment in advance of appointing a contractor to perform the work.

DASA Umbrella has devised a fully compliant solution to help end-user clients adapt to the new regulations which protect them from any liabilities and potential penalties.

Our umbrella solution benefits all entities in the assignment supply chain and is approved by all leading compliance organisations including FCSA, Professional Passport, APSCo & TEAM.

KINGSBRIDGE IR35 Assignment Status Tool



Only hire fully-compliant contractors for all of your assignments

- /// DASA use the Kingsbridge IR35 Assignment Status Tool to ensure supply-chain compliance.
- /// Advanced and independent assignment & contractor assessments prior to arriving on site.
- /// Includes key status test analysis such as control, personal service and mutuality of obligation to protect the employers commercial position.
- /// Expert evaluation of all borderline results, including case review to ensure no risk of unintentional non-compliance.
- /// Mitigates the risk of hiring any contractors unnecessarily 'caught' by IR35 rules in the private sector.

BENEFITS OF DASA'S IR35 SOLUTION

PROVEN COMPLIANCE

Fully compliant processes and procedures to ensure all entities fully comply with new IR35 legislation before April 2021.

SIMPLE ELIGIBILITY PROCESS

Seamless process to assess if an end-user client meets the criteria whereby they will be responsible for conducting employment status tests.

NO HMRC LIABILITIES

Where IR35 rules apply, DASA Umbrella becomes the fee-payer and is responsible for calculating and paying the correct levels of tax and NI, not the employer.

NO RISK OF DEBT TRANSFER

Comprehensive insurance backed service guarantee of up to £5m from Professional Passport.

TRANSPARENT TRANSACTIONS

Gross-to-net payroll calculations, compliant payslips and full disclosure to HMRC as standard.

APPROVED STATUS TESTS

Independent assignment and contract assessments provided by the industry-leading Kingsbridge IR35 status tool.



SUPPORTING YOUR AGENCY



DASA Umbrella is committed to forging long-term and mutually beneficial commercial partnerships with recruitment agencies and their contractors. We recognise our position as an integral service supplier within an agencies' supply chain and operate our business relationships accordingly. Transparency, honesty and constant communication underpin these relationships, in addition to an entrepreneurial mindset and exceptional customer service levels.

Offering a totally compliant payroll solution is fundamental to the DASA proposition as it protects the interests of all agency stakeholders, including owners, directors, staff and contractors. Forensic audits by both the FCSA and Professional Passport ensure that all our processes and procedures fully comply with all current employment legislation, whilst our status as an APSCo Trusted Partner further strengthens our credentials. We are also a TEAM Service Provider and Member of the Umbrella Leaders Association.



COMMERCIAL PARTNERSHIPS

- Aspirational philosophy committed to agency growth
- National network of experienced account managers
- Dedicated onboarding, payroll & contractor support teams



FULL-SERVICE PROVISION

- Umbrella & PAYE payroll models as standard
- Approved & independent CIS specialists
- Accountancy division for PSC or Limited Company



FLEXIBLE CONTRACTS

- Bespoke commercial agreements & payment terms
- Factoring options to improve agency cashflow
- Transparent margin structures & exclusivity incentives



CONTINUOUS COMMUNICATION

- Personable account managers & back-office teams
- Quarterly newsletters to agencies & contractors
- Proactive agency support, including out of office hours



GUARANTEED COMPLIANCE

- Industry-leading audits by FCSA & Professional Passport
- Trusted Partner of APSCo & TEAM Service Provider
- Member of the Umbrella Leaders Association



CONSULTATIVE MINDSET

- Complimentary training workshops for consultants
- Ongoing compliance advice & legislation updates
- Co-branded marketing initiatives & communications





INVOICE FACTORING OPTION FOR AGENCIES



DASA Umbrella Limited has partnered with 1PS to provide a specialist invoice factoring facility created specifically to support the recruitment agency business model and their owners. Founded in 2017, 1PS operates exclusively in the recruitment sector, and their team has vast experience of the commercial challenges faced by agencies, especially during phases of accelerated growth.

Given the unparalleled opportunity for business expansion created by the unstoppable shift to assignment-based working, skills shortages and rapid economic regeneration, recruitment agencies are in the perfect position to capitalise on the UK's vibrant employment landscape. Managing cashflow, minimising administration and embracing the potential of cutting-edge tech platforms are prerequisites for agencies looking to capitalise on the industries infinite potential; working with DASA Umbrella and 1PS achieves all three objectives at a stroke.



TRANSFORM AGENCY CASHFLOW

0% invoice finance services for recruitment agencies
Seamless flow of funds through the placement supply chain
Competitive rates, automated process & rapid payments



SIMPLE SIGN-UP PROCESS

Instant set-up process with no fees or hidden costs
No extended contracts or minimum terms
No debenture or deposit required



STREAMLINED REGISTRATION PROCEDURE

1PS generates contracts & agreements upon placement
Contractors & clients onboarded onto the 1PS portal
Personalised introductions with contractors & clients



CUTTING-EDGE ONLINE PORTAL

Easy upload of placement information & documentation
Automated timesheets, expenses & approvals in real-time
Comprehensive invoicing, payments & reporting functions



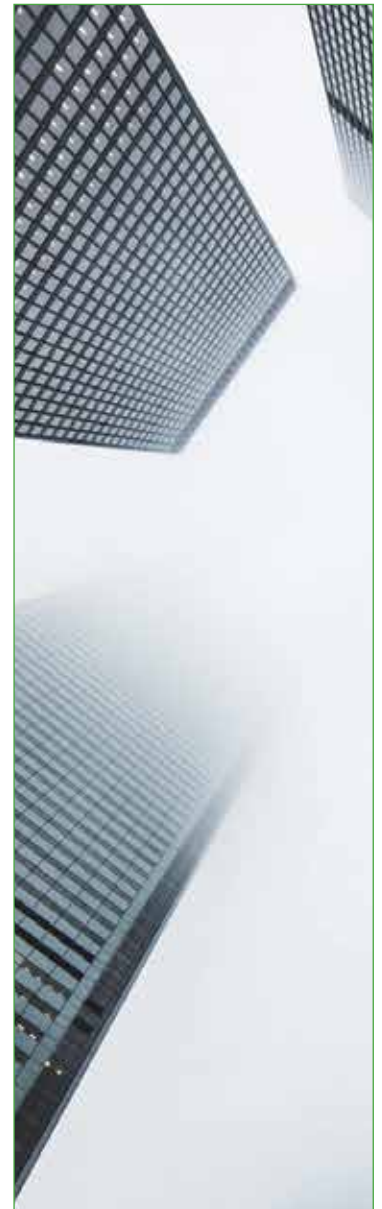
EXTERNAL FINANCE MANAGEMENT

1PS generate, distribute & manage invoices via the portal
Includes the credit control process & chasing payments
Transparent transactions & visibility of all calculations



TRUSTED BUSINESS PARTNER

Dedicated account manager assigned to your agency
Compliant processes protect the interests of all stakeholders
Committed to enhancing the performance of all entities





LOOKING AFTER YOUR CONTRACTORS



The UK's employment landscape continues to evolve as more and more sectors embrace the benefits of assignment or project-based working arrangements. The ever-growing numbers of contractors, temps and freelancers are integral to the regeneration of the national economy, especially in a post-pandemic world.

DASA Umbrella recognises the socio-economic significance of the contracting community, and our payroll services are structured to support their professional interests. Our award-winning team provides a friendly and efficient payroll function committed to ensuring that all contractors are paid accurately and on time, every time.

A hassle-free registration process, transparent gross-to-net pay calculations, guaranteed payment dates and a raft of complimentary benefits are the key components of our enlightened payroll provision. Instant access to the money-saving DASA Rewards online portal, refer-a-friend incentives and preferential offers from like-minded business partners enable contractors to significantly improve their finances.



A GENUINE PERSONAL SERVICE

One-to-one relationships with payroll experts
An empathetic attitude & problem-solving mindset
Exceptional customer support at all times



CHOICE OF PAYROLL SOLUTIONS

Compliant & efficient Umbrella & PAYE models
Approved & audited CIS provider
Accountancy services for PSC or Limited Company



MAXIMISING EARNINGS

Transparent gross-to-net pay calculations
Cost-effective margins & fully compliant payslips
Entitled to holiday, sick & paternity/maternity pay



WAGE ADVANCES

Emergency payments made on trust even at weekends
Simple & confidential administration process
No additional fees, hidden costs, or interest charges



DASA REWARDS PORTAL

Access special offers from thousands of High Street brands
Save up to £2000 per year on shopping, travel & dining
Discounted fuel card & free NHS-supported helpline



ADDING EXTRA VALUE

Complimentary notebook, pen, mug, stress ball & USB stick
Regular contractor newsletters & legislation updates
Specialist contractor mortgages from CMME





SPECIALIST MORTGAGES FOR CONTRACTORS

C | M | M | E

DASA Umbrella Limited is delighted to announce a new partnership with CMME to provide specialist mortgages to contractors, temps and freelancers paid via our payroll platform.

CMME are an award-winning mortgage specialist with extensive experience in helping contractors secure a range of mortgage products designed to suit their individual circumstances. Their team of experts have a deep understanding of the contracting sector and appreciate the challenges that often arise when applying for mortgages with traditional High Street lenders.

The relationship with CMME further underlines DASA's commitment to providing contractors with a range of products and services to help maximise the benefits of their employment status.

- First Time Buyer
- Re-mortgage
- Building Your Own Home
- Buying a New Home
- Buy to Let
- Second Charge Mortgages

OTHER SERVICES AVAILABLE

SOLICITORS & CONVEYANCING

In addition to helping secure the most competitive mortgage deal available to you, we can appoint a dedicated solicitor or licensed conveyancer to sort out all the legal aspects of the home buying process.

FINANCIAL PROTECTION FOR YOUR PEACE OF MIND

CMME can advise on the best financial protection for you and your family or review your current protection arrangements to check they are still adequate. Their range of protection covers include critical illness, income protection and life insurance and relevant life cover.

FUTURE-PROOF FINANCES

Your money should work hard for you and create long term financial security. Contractor Wealth, a sister company of CMME can advise on investment options, your pension pot and help you to optimise tax allowances that can save you money each year. Speak to a contractor financial advisor for a free holistic review of your finances.





TESTIMONIALS

What Our Clients Say



Unity Recruitment

Initially, a single contractor recommended DASA Umbrella to the team at Unity Recruitment having been delighted with the personal and prompt service he received. Over time, further contractor referrals came to the attention of James Gouge, Unity's CEO. With DASA now on the radar, an exploratory meeting between James and Naks Atheeq, DASA's Head of Finance, cemented the relationship.

The partnership has strengthened over time, and both companies are now instrumental to the success of their respective businesses. Loyalty and honesty are central facets of the commercial relationship as highlighted by the following quote from James:

"We trust DASA Umbrella to manage the payroll on behalf of many of our public sector council contractors, and they have become an integral element of our worker supply chain. Unity Recruitment is an expanding recruitment agency brand, and we need to be confident that all our professional suppliers are both fully compliant and ethical in their business dealings with us. We have regular meetings to ensure that the needs of our contractors are being met, and also to manage all facets of our commercial relationship. It is a pleasure to work with the DASA team and to witness their growth at first hand."

James Gouge – Chief Executive Officer



VNA Recruitment

Based in Billericay, Essex, VNA Recruitment is one of those independent agencies that make us proud to work in the industry. Friendly, honest and hard-working, the VNA staff are committed to helping their temps find work and get paid legitimately for their endeavours. In short, these traits mirror those of DASA Umbrella, and it was due to a twist of fate that the two companies began working together in 2020.

Leo Pereira, DASA's Sales Director, got wind of an opportunity with VNA after they had severed ties with another provider. Following a cold call, Leo and Naks Atheeq visited VNA and immediately struck a rapport with the team. The meeting was good-humoured and far removed from the Rolex-flashing pitches characteristic of other umbrella companies.

Given an opportunity to payroll some of VNA's workers, DASA's services did not disappoint as highlighted by Tracey Stuart, VNA's Manager:

"DASA are a pleasure to work with and I don't have anything negative to say. They are always responsive even if there is a problem with a difficult candidate, or if they have made a mistake. They never lie and just get straight on it to ensure our workers are paid bang on time."

Tracey Stuart – Manager



Brookwood Selection Limited

As is commonplace within the business, ‘people buy people’, and Brookwood trusted DASA to manage their payroll based on an existing relationship with Leo Pereira. This trust has been rewarded by the endeavours of the DASA team to resolve any issues quickly and efficiently:

“The DASA team never shy away from a problem, and Leo is always available and at the end of the phone to help when required. Occasionally, if one of our consultants has failed to forward over a timesheet and hadn’t realised until Friday, Leo always makes sure the contractors are paid regardless.

Many of our contractors want their wages paid at one-minute past midnight on payroll day, so it is great to know that they will always get paid even if there has been a slight glitch in the process. Other umbrella companies we have used have not been so flexible, which results in the contractor not getting paid on time which is our worst nightmare.

Leo has also developed a close rapport with our consultants and always thanks them by popping in with free merchandise and boxes of doughnuts. Both Leo and DASA have proved themselves to be a highly valued partner to our company.”

Tracey Armstrong-West – Compliance & Office Manager



Ackerman Pierce

Ackerman Pierce was formed in 2013 to provide recruitment solutions into an array of public sectors including education, social care, planning and administration, among others. From the outset, the Ackerman Pierce management team knew that they would require a roster of compliant payroll providers to help them to deliver their ambitious vision, so they embarked on an initial ‘beauty parade’ to assess the options available. Central to their remit was to choose suppliers who shared the agencies’ values including respect, integrity and hard work.

Naks Atheeq, DASA’s Umbrella’s Head of Finance, immediately responded to an initial ‘fact-finding’ enquiry and stressed his willingness to give Ackerman Pierce the service they required. Naks’ assurances that DASA would provide a flexible outsourced payroll service underpinned by favourable credit terms have proved instrumental to the mutually-beneficial commercial relationship that has subsequently evolved.


To quote, Harry Hopkins - Managing Consultant:

“Compliance is also central to Ackerman Pierce’s offering as they operate primarily in the public sector, which has been subject to changes in IR35 legislation and a strengthening of the Criminal Finance Act. DASA’s compliance credentials and transparent operational policies provide the confidence and peace of mind demanded by agencies active within this space.”

Harry Hopkins – Compliance & Office Manager



DASA REWARDS

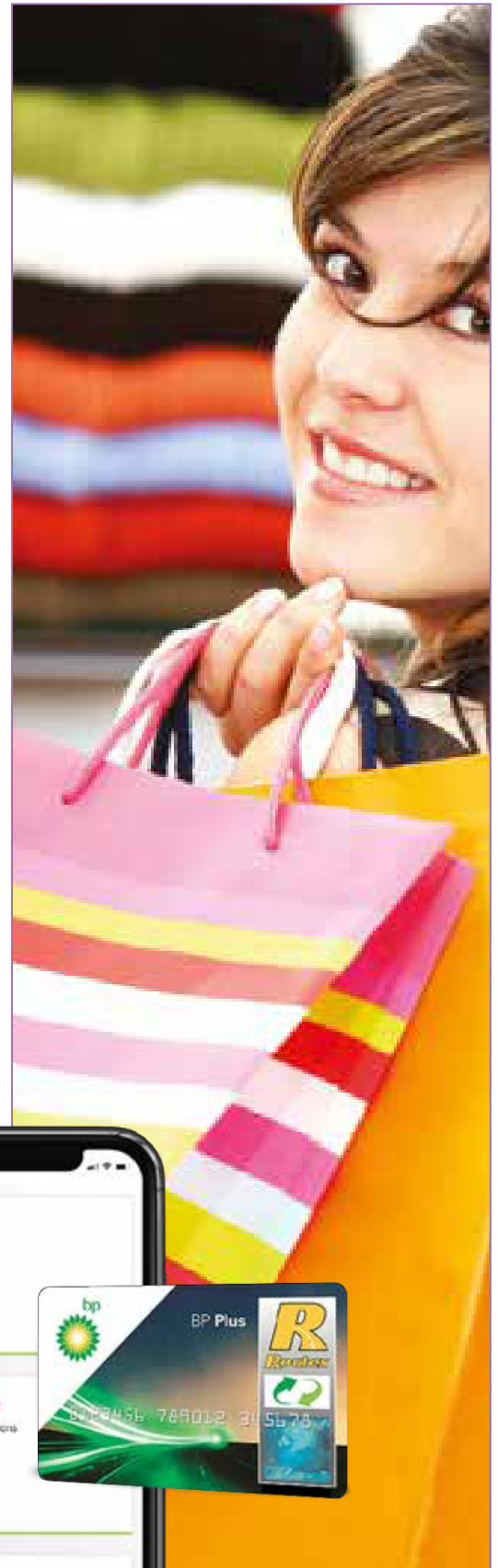
 Contractors being paid through DASA Umbrella are given free access to the DASA Rewards online benefits portal where they can receive discounts and cashback from over two thousand retailers and suppliers. Considerable savings can be achieved on shopping, dining out, travel, cinema tickets, gym memberships and even fuel, all of which help workers improve their finances.

DASA Rewards also includes free access to a 24/7 GP Helpline staffed by NHS-registered professionals.

The DASA Rewards Scheme highlights our commitment to helping contractors and benefiting from choosing DASA Umbrella as their payroll provider.

To find out more, please visit www.dasarewards.co.uk

Participating Brands include:





Protecting the interests of the contingent workforce supply chain including agencies, contractors & hirers.





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