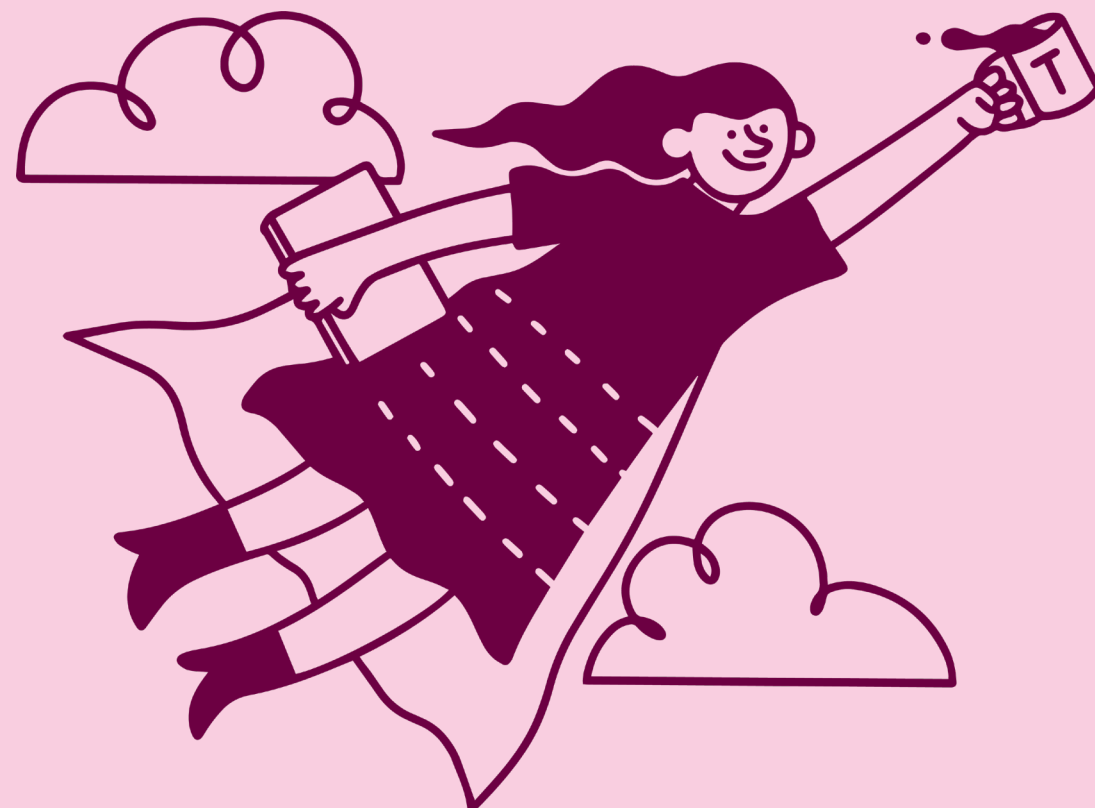


Ciphr G-Cloud pricing *tables and definitions*

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Ciphr pricing

	Employees (Number of Current Records)	0-250	251-500	501-750	751-1,000	1,001-2,000	2,001-3,000
	Number of system administrator and report designer licences included	2	2	4	5	6	7
Per annum	Ciphr HR & self-service	£10,000	£14,850	£17,820	£19,800	£31,680	£38,808
	Ciphr iRecruit (standalone cost is 200% (2x) that shown)	£0.75	£0.60	£0.45	£0.40	£0.35	£0.28
	Ciphr Outsourced Payroll (part managed/bureau fees subj to service level)	£3.20	£3.05	£2.93	£2.80	£2.37	£2.30
	Ciphr Payroll	£1.61	£1.03	£0.82	£0.71	£0.69	£0.65
	Ciphr LMS (standalone cost is 150% (1.5x) that shown)	£1.82	£1.35	£1.21	£0.99	£0.88	£0.78
	Ciphr Benefits	£3.00	£3.00	£3.00	£3.00	£3.00	£3.00
	Talent management	£0.48	£0.38	£0.30	£0.25	£0.18	£0.16
	Active directory connector	£0.35	£0.30	£0.26	£0.24	£0.20	£0.16
	Ciphr Onboarding	£0.48	£0.38	£0.30	£0.25	£0.18	£0.16
	Timesheets	£0.35	£0.30	£0.23	£0.18	£0.14	£0.13
	Total reward statement	£0.15	£0.12	£0.09	£0.08	£0.06	£0.06
	Payments importer	£0.15	£0.13	£0.12	£0.10	£0.08	£0.07
	Electronic signature	£0.15	£0.13	£0.12	£0.10	£0.08	£0.08
	Notifications (enhanced)	£0.15	£0.13	£0.12	£0.10	£0.08	£0.08
	Payroll integration (to third-party payroll provider)	£0.39	£0.26	£0.22	£0.23	£0.19	£0.16
	Payslip uploader (from 3rd party payroll systems/services)	£0.14	£0.13	£0.12	£0.10	£0.08	£0.08

	Employees (Number of Current Records)	0-250	251-500	501-750	751-1,000	1,001-2,000	2,001-3,000
	Number of system administrator and report designer licences included	2	2	4	5	6	7
Per employee, per month	SMCR	£0.39	£0.30	£0.23	£0.19	£0.15	£0.12
	Safeguarding	£0.39	£0.31	£0.23	£0.19	£0.15	£0.15
	Case management	£0.39	£0.31	£0.23	£0.19	£0.15	£0.15
	Identity and background checks	£0.46	£0.46	£0.39	£0.31	£0.23	£0.20
	Communications	£0.39	£0.31	£0.23	£0.19	£0.15	£0.13
	Multilingual technical capability	£0.77	£0.58	£0.46	£0.39	£0.19	£0.19
Per annum	Workforce census/Schools census/FE data collection	£0.24	£0.22	£0.20	£0.18	£0.16	£0.16
	Webexpenses (not available standalone) - per user	£3.00	£2.80	£2.70	£2.50	£2.00	£1.80
	Test system	£1,400	£1,640	£1,990	£2,490	£3,990	£5,990
	Analytics	£5,000	£7,425	£8,910	£9,900	£15,840	£19,404
	Ciphr Payroll Benefit In Kind (BIK)	£1,890	£2,490	£2,890	£3,490	£4,490	£5,490
	Enhanced disaster recovery	£2,200	£3,300	£4,400	£5,500	£8,800	£12,400
	Two-factor authentication	£825	£1,089	£1,439	£1,790	£2,140	£2,620
	API key - single key	£1,990	£2,290	£2,990	£3,240	£3,990	£4,490
	API key - enterprise key (up to 4 third party system/service connections)	£5,990	£7,890	£9,420	£10,980	£13,270	£15,890
	Candidate importer	£990	£1,250	£1,480	£1,990	£2,740	£3,740

	Marshall's Learning Content (based on learners/employees)	0-250	251-500	501-750	751-1,000	1,001-2,000	2,001-3,000
Per annum	Essentials Compliance pack (10 titles)	£1,750	£3,250	£4,750	£5,750	£6,500	£7,500
	Diversity & Inclusion pack (10 titles)	£1,750	£3,250	£4,750	£5,750	£6,500	£7,500
	Mental Health & Wellbeing (10 titles)	£1,750	£3,250	£4,750	£5,750	£6,500	£7,500
	Manager Toolkit (12 titles)	£1,750	£3,250	£4,750	£5,750	£6,500	£7,500
	Management pack (8 titles)	£1,750	£2,750	£4,000	£4,750	£5,500	£6,500
	Diversity Microlearning pack (8 titles)	£1,750	£2,750	£4,000	£4,750	£5,500	£6,500

A-la-carte Marshall's content bundles (select from course catalogue/library)
1 off the shelf course = min. annual price of £1,000
10 Modules = base on Essentials Compliance pack pricing and user band
20 Modules = 10 Module price x 2 minus 10%
30 Modules = 10 Module price x 3 minus 15%
40 modules = 10 module price x 4 minus 17.5%
Bespoke content development = See SFIA Rate Card
Hosted content via LearnUpon (if not CiphR LMS) = min. annual price of £1,000

		0-250	251-500	501-750	751-1,000	1,001-2,000	2,001-3,000
Per annum	Additional system administrators	£1,200 per annum					
	Additional report designer licences	£400 per annum					
	Discover service pack - per annum*	£2,990	£3,490	£4,490	£5,490	£5,990	£7,490
	Transform service pack - per annum*	£5,490	£5,990	£6,990	£7,990	£8,990	£10,490
	Innovate service pack - per annum*	£9,990	£10,990	£11,990	£12,990	£13,990	£15,490
	Academy+ access only CSP (no additional services) - per annum*	£1,290	£1,790	£2,490	£3,290	£3,990	£5,490
	Managed service - per annum*	Based upon SFIA rate card (subject to £15,000 minimum cost)					
	Language Translation (standard HR features only & subject to availability)	£4,000 - per language per annum					

*Service packs and Managed service must be contracted for duration of Term.

	One-off service fees	0-250	251-500	501-750	751-1,000	1,001-2,000	2,001-3,000
	Activation fee	10% of annual subscription					
	Services from	£750 per day, see SFIA rate card for full details					
	Training (access to Academy+ for 12 months)	£990	£1,990	£2,990	£3,990	£4,990	£5,990
	SMS bundles (for two-factor authentication and CiphR communications)	£1,000 for up to 10,000 SMS					

Notes on pricing

Formal pricing is subject to confirmation of detailed functional requirements and service scoping
Ciphr Outsourced Payroll pricing based upon single PAYE
Ciphr Payroll pricing based upon single PAYE
Ciphr iRecruit Minimum total annual fee = £1,500 (minimum standalone total annual fee = £3,000)
Ciphr Outsourced Payroll Minimum total annual fee = £3,840
Ciphr Payroll Minimum total annual fee = £1,932
Ciphr LMS Minimum total annual fee = £3,950 (minimum standalone total annual fee = £5,940)
Ciphr Benefits Minimum total annual fee = £6,000 (£500 per month)
Analytics 50% of Ciphr HR fee (based on standard Analytics “Professional”)
Subscription fees are payable 100% annually in advance unless otherwise agreed and set out in the Call-Off Agreement
Service fees are payable 100% on order unless otherwise agreed and set out in the Call-Off Agreement
All costs exclude VAT and reasonable expenses at cost (all services will be delivered via remote technologies unless otherwise agreed by the parties).
Professional Service volume discounts - 20 days for price of 16; 30 days for price of 24; 40 days for price of 32

Example pricing

500 Current Records for 3+1 Term:

Ciphr HR and self-service + Analytics + Ciphr iRecruit + Talent management + Case Management

Costs calculated as follows:

Annual subscription: £14,850 + £7,425 + (£0.60 + £0.38 + £0.31) x 500 x 12 = £30,015

Activation fee: £3,001.50

Total cost for 48-month contract (based on 3+1) = £123,061.50 (excluding VAT)

Note: Excludes Implementation (Professional Services) and associated fees.

Definitions

Please refer to Ciphr Service Definition for further detail.

Employees (Current Records)

The Annual Subscription Fee is based upon the number of current records stored in Ciphr (to include all people records, employees, contractors, active bank staff, volunteers etc.). In addition, multiple posts also impact on record licensing, for example an employee with two job & pay records due to 2 roles/contracts, will count as 2 records.

System administrator

A user who has satisfactorily completed all relevant training and is approved by the customer to exercise system administration rights. Typically, these rights will include system configuration, management of security and role profiles for user roles, code-table management, and other system administrative tasks. The customer is required to ensure that system administrators have undertaken the relevant training as specified by Ciphr.

Report designer licence

A suitably trained system administrator may also be allocated a report designer licence, enabling them to create new reports or modify existing reports provided as part of the standard offering.

Ciphr HR – HR and self-service

Central HR functionality and self-service for all users, including single sign-on (SSO) via Azure credentials or Google. Security access is governed by user roles, which can have varying levels of page access and security. Access is via browser on desktop, mobile and tablet devices. Key functionality includes: personal details, absence management, including TOIL; job and pay history; variable pay; salary review; basic objectives and review; training records, skills and qualifications; development needs, training admin (basic events management), jobs/posts management, document management; correspondence, including letter and email templates; standard reports library and report design; workflows and automated email notifications (standard pack); configurable dashboards; employee directory, policy acceptance; employee sentiment; internal NPS, live chat and organisation charting.

Data retention dashboard and subject access request (SAR) functionality is provided at no additional cost to assist in meeting UK GDPR and data protection legislation obligations by highlighting data that exceeds defined retention periods.

Ciphr iRecruit

Comprehensive digital recruitment solution, allowing HR and recruitment teams to publish vacancies to a branded careers site and enabling applicants to apply online after registering. This enables them to create an account and check back on progress for any application, update details, communicate with the recruitment team, track applications, and partially complete applications and save progress. The recruiters and hiring managers can be given access to relevant vacancies and candidates to manage them through the whole process, with interview scheduling, assessment centres and panellist functionality. Integrated with Ciphr Connect HR and self-service for onboarding functionality and to avoid duplicate data entry. Can be purchased standalone or as part of a the Ciphr Connect HR solution.

Ciphr iRecruit includes the following features:

- Up to three recruitment workflows, eg online (external), internal, and offline (postal)
- Pre-configured workflow and up to three interview stages
- One application form is configured as part of the standard implementation.
- Internal referrals and talent search
- Pre-employment checks and references
- Bulk sending of CVs and applications to line managers.
- Unlimited killer questions, competency questions and job questions
- Access to recruiter/user portal for recruiters and line managers (unlimited)
- Admin portal for maintenance of vacancy questions, email texts, rejection reasons, recruitment sources, users, user groups and standard
- Standard reports pack
- Branding of vacancies page (single corporate branding included)
- Configuration of additional workflows
- Standard authority to recruit (vacancy approval) workflow
- Job offer approval workflow
- Publish vacancies to social media (third party license required)
- Messaging (email as standard, SMS available at extra charge)
- Job boards (separate license with Broadbean or Vacancy Poster required)
- Interview & assessment centre functionality.
- Creation of mail merge documents (offer/contract letters)
- Additional application forms (at additional charge)
- Integration with third party systems/services (e.g. third party HRIS; online testing provider) at additional charge.

- Assessor portal
- Agency access

Ciphr Outsourced Payroll

We believe every person is entitled to be paid on-time and accurately, every time. We provide a best-in-class payroll service so that business leaders don't have to worry about workforce dissatisfaction due to issues with their pay. We offer both fully managed and part-managed payroll services, helping customers to improve their organisations' compliance with the latest payroll legislation, and to mitigate risk. A level of service to suit your needs from full end-to-end payroll processing (Outsourced) to payroll processing up to BACs submission, BACs and filing only service & BACs-only service (price subject to agreed level – pricing schedule based upon fully Outsourced option).

Ciphr Payroll

Pay your people more quickly, simply, and accurately with Ciphr. Our powerful, reliable, and scalable payroll software is backed by industry-leading support and expertise. By choosing Ciphr as your provider of payroll software, you avoid duplication of work and manual data entry, while also improving the accuracy and security of your data. Our payroll software is supported by a dedicated team of qualified payroll professionals and account managers, who are always on hand to resolve any difficulties quickly and with the minimum of fuss.

Ciphr LMS

A platform for all learning content, from interactive, SCORM-based programmes to PDFs, PowerPoint presentations, webinars, videos, and quizzes. Enabling staff to easily view, complete and book training sessions on any device. Includes a suite of reports to measure uptake and return on investment. Leaderboards and online forums transform learning from a solo endeavour into a collaborative experience.

- Content management to enable customers to upload and create a range of activity types, from eLearning, video, audio, workbooks & documents to workshops, webinars, assessments, surveys, on-the-job & coaching.
- Branded interface to reflect the organisation's brand and identity.
- Fully branded homepage that customers can customise using the CMS editing tool.
- Ability to group together courses in an engaging programme for learners to complete, including Map-style Journeys, Guides and Training Plans
- Ability to create face to face or Virtual workshops for learners to book on to via the Calendar function, arrange instructor-led training, notify users of upcoming classes, automate joining instructions, and allow learners to register on waiting lists for courses.

- In-built Assessment Builder to enable customers to build their own assessments and attach these as pre- and post- assessments on courses or include a programme to make sure learners are retaining information.
- Ability to identify gaps in the organisation’s workforce based on competency frameworks using the Skills Analysis to complete self-assessments plus 180° & 360° reviews that give a detailed insight into the competencies in the organisation and highlight what areas of the business require further development.
- Ability to create Discussions Groups to facilitate social learning on key topics relevant learners’ professional development.
- Capture mentoring and coaching conversations by allowing employees to nominate themselves and be searchable as Mentors by tagging their skills and offering themselves as a coach for those who are struggling in their area of expertise. Meetings and notes related to the mentor/mentee relationship are captured within the system.
- A dedicated knowledge base “Blogger” will be able to upload knowledge base articles to the system that learners can search for.
- Access to the advanced Rules Engine to set rules using multiple ‘if’ statements, automatically sending reminders for refresher training and issuing rewards for course completion.
- Ability to gamify the learning approach by using a range of engagement features including pop-up reward points and badges, as well as configurable leader boards.
- Access to insights and analytics dashboards as well as a suite of baseline reports

Learning Content

Ciphr offers a range of off-the-shelf eLearning content modules via our own Marshalls content catalogue and our content partners (including iHasco, Thrive, and Simon Sez IT).

Topic areas covered are:

- General Compliance (e.g. Data protection, Anti-money Laundering, Anti-bribery etc.)
- FCA Compliance (inc. new Consumer Duty legislation)
- Equality, Diversity, and Inclusion
- Mental Health and Wellbeing
- Management and Leadership
- Workplace Soft Skills
- Health and Safety
- Microsoft Office Training

Full course catalogues are available on request.

In addition, via Marshalls (a Ciphr Group company)

- Bespoke and tailored courses specific to your organisation’s requirements and brand
- Micro-learning offering access to material in bite-size, digestible formats
- Diversity consultancy – leverage our expertise and knowledge for your specific needs.
- Option for hosted content delivery (via LearnUpon) if Ciphr LMS not required.

Talent management

Provides organisations with a highly configurable performance review system that enables effective talent planning, from individual career path and development assessments to enterprise-wide succession planning. Create extensive tailored forms with various questions, formats, and sections for a wide variety of reviews or interactions, specifying the required elements in each interaction, such as objectives or development needs. Identify and develop future talent and leaders through performance and potential ratings to visualise talent in a nine-box grid. Highlight individuals and roles at succession risk with the flight-risk grid and build your own talent pool. Dashboards will assist in providing ‘traffic light’ representations of employees’ performance against objectives.

Ciphr Benefits

Ciphr benefits, powered by Avantus, is a premium employee benefits platform, designed from the ground up to satisfy the most demanding employees. Our platform’s attractive and succinct presentation, combined with intuitive processes, delivers the first-class experience your employees expect. Our platform can accommodate any type of employee benefits. Whether they are your existing benefits, or chosen from our extensive, constantly updated portfolio. Comprehensive configuration tools allow for tailored views and offerings, dependent on criteria such as service, role or location.

Analytics

An agile, versatile tool that allows users to explore data points more effectively. Using PowerBI (PBI), Analytics takes the hard work out of transforming your data, with ready-made dashboards and datasets around the most common HR needs. Price based on Analytics (Professional) and standard features therein.

Active Directory integration

Integrate Ciphir with active directory (AD) to ensure compliance and avoid IT teams duplicating data entry for new starters, leavers, and changes of common data. New starters can have AD accounts created overnight, with additional processes for creating exchange accounts and passing email addresses back to Ciphir. Leavers can have access rights disabled to ensure compliance and mitigate security risks.

Ciphir Onboarding

Ensure communication with successful candidates is maintained in the period between acceptance of an offer and their start date. Enable them to provide additional personal details not captured during the recruitment process, including bank details. Share important organisational and induction information with them before they start, including policy acceptance. Underpin, support and communicate the organisational brand, culture and identity to support talent engagement and retention.

Timesheets

Capture time in weekly or four-weekly timesheets, recording time allocation to customers, projects, and tasks. Trigger requests for additional payments, including on-call payments and overtime.

Total reward statements

Configurable listing and visual display of employee reward information, which may include pay, variable and benefits related data.

Payment’s importer

Tool to support the regular import in bulk from pre-defined excel templates of variable pay elements into the Payments area of Ciphir HR, including bonus, commission, and overtime, to minimise manual intervention and data entry.

Electronic signature

Enable users to sign documents electronically and automatically, with these signatures tracked and stored securely in Ciphir Connect against appropriate employee records. Removes the need to print and scan documents and having to chase completion of manual forms – improving time to complete processes and ensuring compliance. Requires separate licence (direct from supplier) for Adobe Sign or DocuSign.

Notifications Enhanced

Configurable notifications to users via email or SMS. Notifications can be based upon date parameters, for example notifying users of end of probation periods, absence triggers or leave dates. SMS attracts additional charge for SMS bundles.

Payroll integration (standard pay related change data outputs)

Track changes in Ciphir Connect HR and self-service and provide data via standard data outputs (csv and/or API as applicable), and report on all changes to avoid duplicate data entry and reduce errors with payroll. Based upon standard output formats and layouts and not tailored to any specific third-party system/service.

Payslip Uploader

Bring payslips, P11Ds and P60s into Ciphir Connect, to be made available to users through self-service. Payslips must be provided in a format to be specified by Ciphir.

SMCR (Senior Managers Certification Regime)

Module to support customers in meeting their obligations under the Senior Managers Certification Regime applicable to the Financial Services sector. Establish and maintain robust SMCR employee records with Ciphir, creating a single source of truth for your people data. Assign functions and responsibilities, record attestations and certifications, manage breaches and disciplinarys, and satisfy external reference requests in a single platform.

Safeguarding and checks

Safeguarding can be used for any compliance, safeguarding or background-checking process, enabling the capture of data and documents, assignment of checking responsibility, automated triggers and alerts, and renewal dates with workflow management, including supporting accommodation of the Single Central Record/Register.

Case management

Our case management functionality helps HR teams record, manage and track cases securely and efficiently, enabling them to provide a consistent level of service and mitigating the risk of non-compliance. Defined workflows, automated reminders, and auditable histories of

actions and correspondence help organisations resolve cases more swiftly, while management information reporting enables team to spot trends and make effective strategic interventions.

Identity and background checks (IDBC)

Speed up your time-to-hire by automating admin-intensive, time-consuming background checks such as reference checks and criminal record checks. It works with CiphR HR (Safeguarding) and CiphR iRecruit to automatically identify candidates for whom checks need to be carried out and initiates the checking process. Checks are carried out by our partners Experian and/or TrustID, and then the results are imported back into CIPHR identity and background checks (note: direct license required between the customer and checking service provider in respect of the checks service itself).

Communications

Our communications functionality enables you to send business-critical messages via email or SMS to all staff, or specific groups of people.

Sends are managed in CiphR but recipients don't need to log in to view messages – meaning they can be viewed immediately, from any device or location. Intuitive dashboards help you track and report on send rates, error rates and response rates. SMS bundles must be purchased separately.

Multilingual

Technical capability to allow customers to display core CiphR HR fields in different languages (subject to customer translation creation)

Workforce Census Return; Schools Census Return; FE Data Collection

Support required education sector statutory returns via CiphR. Includes initial system configuration to accommodate required data fields, and standard data output and/or reports to support required exports or reports for submission (subject to standard functionality and service delivery).

Webexpenses

Expense management software that transforms how organisations manage employee expenses. Simple and intuitive, Webexpenses turns a complex, manual process into an efficient, automated one, which is proven to save organisations up to 30% in time and efficiency. Costs shown

are based on purchase of Webexpenses alongside CiphR HR and/or CiphR Payroll.

Test system/environment

Single iteration test environment to support testing of updates, integration, and user familiarisation/training. Based upon standard facility (including any exclusions).

Enhanced disaster recovery

The standard service offers targeted recovery point objective (RPO) and recovery time objective (RTO) of 24 hours and five days respectively.

Customers can opt for an enhanced service in this area, for example, an RPO of six hours and RTO guaranteed at 48 hours.

Two-factor authentication

Enable two-factor authentication to ensure even greater levels of security. It requires users to enter their login name, password and a secure code sent to their registered device via email, SMS, or app (SMS bundles at additional charge).

API key

CiphR has a restful API framework that provides access to several data entities to enable data to be presented to other systems or written to CiphR. Costs shown are for access to a single key which can provide single point access to multiple entities. The enterprise licence provides access to multiple keys as set out in any Call-Off Agreement. All costs based upon access to standard available entities.

Candidate importer API

Standard pre-defined API to support the import into CiphR HR from third party ATS/recruitment platforms of successful candidates' basic employee personal data and documents.

CSPs and Managed Service deliverables include:

- Access to Academy+ (CiphR's online learning portal/platform)

- Annual System Optimisation Check
- On Demand Services (hours vary by CSP and Managed Service Level), to support with, for example:
 - Monthly Board Pack and MI
 - Annual Salary Review Assistance
 - Holiday roll over process
 - Quarterly Bulk imports and updates of data such as Bonuses
 - User Security Configuration
 - System administration changes