

## **GREENFIELD RECOVERY LIMITED – TIME CHARGED RECOVERY**

The time charged to cases is by reference to the time properly given by the Office Holders and Greenfield Recovery Limited's staff in attending to matters arising.

It is the Office Holders policy to delegate tasks to appropriate members of staff considering their levels of experience and any requisite specialism, supervised accordingly, so as to maximise the cost effectiveness of the work performed.

Matters of particular complexity or significance requiring more exceptional responsibility are dealt with by senior staff or the Office Holders themselves.

Work carried out by all staff is subject to the overall supervision of the Office Holder.

All time spent by staff working directly on case-related matters is charged to a time code established for the case. Each unit of time is 6 minutes.

Each member of staff has a specific hourly rate, which is subject to change over time.

The average hourly rate for each category of staff over the period is shown below.

### HOURLY CHARGE OUT RATES FROM 6th MARCH 2015

|                                  |                      |
|----------------------------------|----------------------|
| (A) OFFICE HOLDER                | £400 - £500 PER HOUR |
| (B) MANAGER                      | £300 - £400 PER HOUR |
| (C) SENIOR PROFESSIONALS         | £200 - £300 PER HOUR |
| (D) ASSISTANTS AND SUPPORT STAFF | £90 - £200 PER HOUR  |

The scale rates used by Greenfield Recovery Limited may periodically rise over the period of a case administration.