

People First Customer & Partner Release Update

Release date: Thursday, 22nd January
Release number: 26.1.1

The science behind
a new world of work

Release update

MHR

The key features available with this latest release:

Core People First

Table enhancements
Directly add background checks to job requirements.
HRM – Additional access permissions

Onboarding

HR to complete background checks on behalf of future starters

Workforce Management

Leavers

Recruitment

Applicant summary (AI)

Payroll

- Statutory Parental Bereavement Pay – Northern Ireland claim

In app support

Additional walkthroughs

Core People First

HRM – Additional access permissions



Customer
idea

MHR

Administration

Users Import & Export External Links Configuration Employer Branding **Access permissions** Settings Custom Tools Data Privacy

Access overview Access groups

Search... 2 records + CREATE A GROUP

Group name ▲	Access to ▲	Created date ▲
HR Admins	HR admin	05/01/2026
Senior Leadership Team	Royston Keane, Richard Malone	05/01/2026

+ ADD ACCESS

You don't have any items here
Use access groups to control who can view Personal information. Create a group, choose the organisation, departments, or individuals it applies to, and define what it can see. Once groups exist, you can add access from this page.

+ ADD ACCESS

Add access

• Denotes a required field

User •
Anne Ashton X Rose Valentine X
Search...

Which groups are you requesting access for? •
Senior Leadership Team X
Search...

Start date •
05/01/2026

End date
DD/MM/YYYY

Flexible system access in an HR system safeguards sensitive data, ensures compliance and builds trust for managing information.

This feature provides the ability to deliver custom based access to employee's HR personal data which would override their user role permissions i.e. Restrict Senior Leaders salary information for a person with an HR Admin role.

The permissions would also flow through to imports, exports, insights, person transfers.

When a restriction is applied, access to Correspondence and Comparison functionality will be disabled if the user has access.

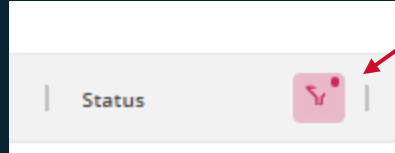
The level of access can not be lower than that of a standard user access.

A 'Hide all' and 'Read all' option is available if deemed that this level is required throughout.

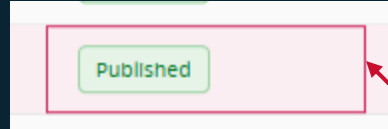
Business benefits

- ✓ Supporting your process
- ✓ Improved usability

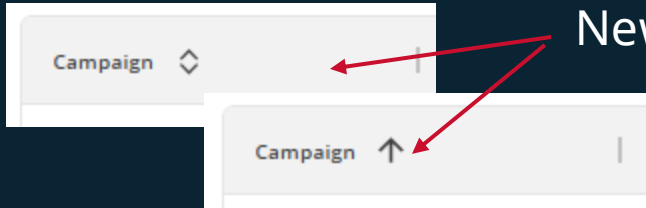
Table Enhancements



New filter icon



New select state



New sort icon

A screenshot of a table with three rows. The second row is highlighted with a pink background, demonstrating the new hover state. A red arrow points to this row from the 'New hover state' caption.

Course for Ruby	02/10/2023, 09:00 - 11:00	Published	02/10/2023, 09:00 - 11:00	In-person
Classic Event based course 1	02/10/2023, 09:00 - 10:00	Published	02/10/2023, 09:00 - 10:00 - 2	In-person
Limitless Level 2	03/10/2023, 09:00 - 11:00	Published	03/10/2023, 09:00 - 11:00	In-person

New hover state

We are updating the table design within People First to provide a more streamlined and user-friendly experience. This update only affects the appearance of tables, content remain unchanged. The improved design introduces new filter and sort icons, a visible hover state for easier row tracking, and a select state to clearly highlight chosen cells.

These changes will be released across modules as part of our delivery cycles. The first of these changes can be seen across this release.

Tables that have been updated as part of this release include:

- Recruitment - Campaign overview
- Recruitment - Applications
- Recruitment - Talent pool
- Learning – Admin events table
- Learning – Awards configuration table for award recognitions

Business benefits

- ☑ User experience improvement
- ☑ Standardising behaviour
- ☑ Understanding your data

Directly add background checks to job requirements

Background check requirements

You can add background checks to the job requirements for the employee to complete. Please note that any checks labelled with the tag inherited have been applied to the job using a check package, they cannot be removed from here.

Search...

Bankruptcy declaration	Inherited	PREVIEW
DBS		PREVIEW +
DVLA licence verification		PREVIEW +
Education history	Inherited	PREVIEW
Employee declaration	Inherited	PREVIEW
Financial check		PREVIEW +

SAVE

When navigating to a job within the org chart, HR admins can now add background checks directly against the job requirements. This means that if a job has specific check requirement outside of what is included with the job package, this can be accommodated using this new feature. Checks will only appear for future starters in these roles. Any employees already in these positions once applied will not be requested to complete the check which is consistent with the check package functionality.

Any checks that were already added against the job using a check package will be tagged with 'inherited' and cannot be removed directly from the job requirements page.

Business benefits

- ✓ Supporting your processes
- ✓ Improved accuracy of information

HR to complete background checks on behalf of future starters

MHR

Company phone (Blank) Company mobile (Blank) Company email (Blank) LinkedIn profile link (Blank)

Personal phone (Blank) Personal mobile (Blank) Personal email jillian.mayer@yopmail.com X profile link (Blank)

Background checks + ADD NEW

Incomplete To review Completed

Bankruptcy declaration VIEW

Education history VIEW

Employee declaration VIEW

Reference 1 VIEW

Search NN348 Jillian Mayer Clock-in

Personal Time & Calendar Progress Pay Learning

Complete check

You can complete checks on behalf of the employee. Once completed, the check will be visible to the employee on their profile page.

Bankruptcy declaration

Please declare any past or current bankruptcy status.

• Denotes a required field

Have you ever been declared bankrupt?

Personal Time & Calendar Progress Pay Learning

Complete check

This check was completed by Laura Gregory. Completed: 05/09/2025

Checks that have been added as a requirement to a future starter can now be completed by HR on their behalf. By navigating to their profile, incomplete checks will display with the option to view and complete the check.

Checks that are completed by HR will automatically move to the Completed tab, and it will be apparent this has been completed by HR and not the future starter by the display of tags on the check card.

Business benefits

- ✓ Supporting your processes
- ✓ Improved accuracy of information

Onboarding

HR to complete background checks on behalf of onboarders

MHR

Company phone (Blank) Company mobile (Blank) Company email (Blank) LinkedIn profile link (Blank)

Personal phone (Blank) Personal mobile (Blank) Personal email jillian.mayer@yopmail.com X profile link (Blank)

Background checks + ADD NEW

Incomplete To review Completed

Bankruptcy declaration VIEW

Education history VIEW

Employee declaration VIEW

Reference 1 VIEW

Search NN348 Jillian Mayer Clock-in

Personal Time & Calendar Progress Pay Learning

Complete check

You can complete checks on behalf of the employee. Once completed, the check will be visible to the employee on their profile page.

Bankruptcy declaration

Please declare any past or current bankruptcy status.

• Denotes a required field

Have you ever been declared bankrupt? *

☐ Yes

☐ No

Personal Time & Calendar Progress Pay Learning

Complete check

This check was completed by Laura Gregory. Completed: 05/09/2025

Checks that have been added as a requirement to an onboarder can now be completed by HR on their behalf. By navigating to their profile, incomplete checks will display with the option to view and complete the check.

Checks that are completed by HR will automatically move to the Completed tab, and it will be apparent this has been completed by HR and not the onboarder by the display of tags on the check card.

Business benefits

- ✓ Supporting your processes
- ✓ Improved accuracy of information

Payroll

Statutory Parental Bereavement Pay – Northern Ireland claim

MHR

Enter claim details for Gino Garza

• Denotes a required field

What is the claim for?

Statutory Parental Bereavement Pay - Northern Ireland (SPBP - NIRE)

☒ There was a miscarriage before 24 weeks of pregnancy

How many Days are you claiming for?

1

Date claim for

30/04/2026

☐ Click here to enter your own rate

Statutory Parental Bereavement Pay - Northern Ireland (SPBP - NIRE) (Cash)

7 QDs in Week 27.76

Apply the payment on

30/04/2026

Reason

SUBMIT

This legislative update enables customers to raise Statutory Bereavement Pay (SPBP) claims for entitled employees whose workplace is in Northern Ireland, reflecting a new entitlement for miscarriage before 24 weeks of pregnancy.

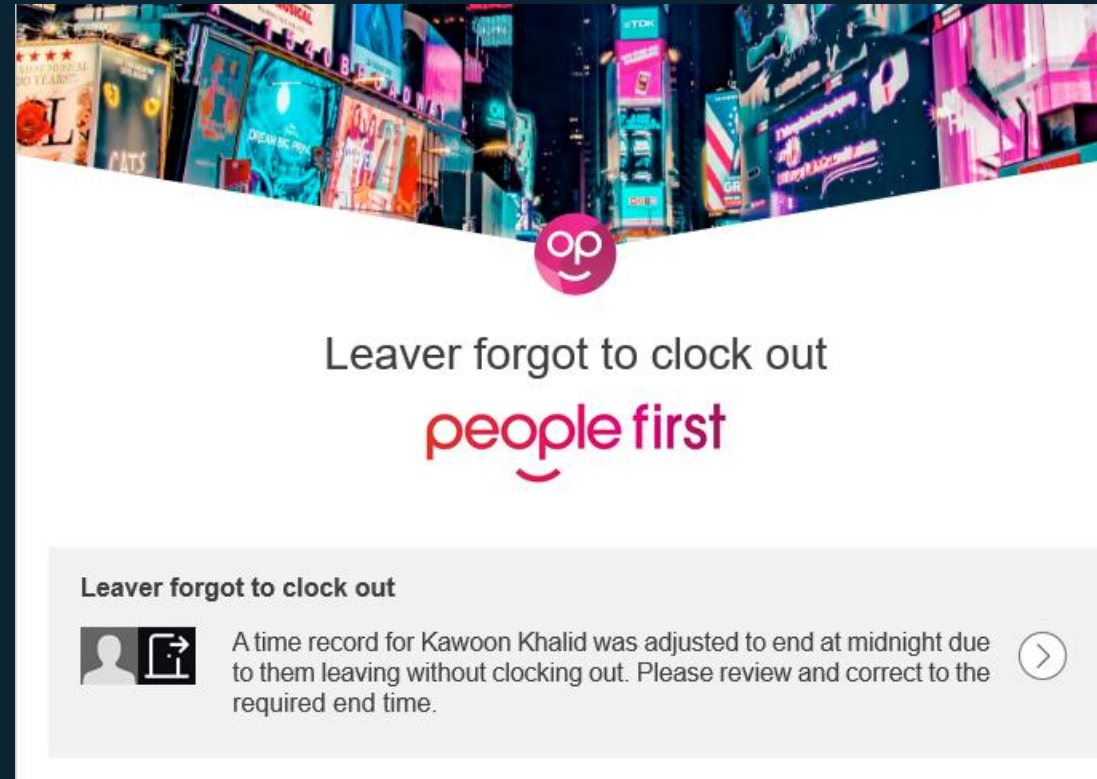
This distinction is required because, from April 2026, SPBP in Northern Ireland will follow different rules from the rest of the UK and must be reported separately on the FPS and EPS:

- when SPBP is paid to an employee in Northern Ireland, the workplace postcode must be reported,
- and where payment relates to a miscarriage before 24 weeks, this must also be included on the FPS.

Business benefits

- ☒ Supporting your process
- ☒ Follow compliance

Workforce Management



If someone forgets to clock out on their last day of employment, the system will automatically truncate the clock record (or time record at midnight.

Note: Leavers on overnight shift should have a leaving date for the end of the shift

Business benefits

- ☒ Automation
- ☒ Standardising behaviour
- ☒

Recruitment

Applicant summary (AI)

The screenshot displays the MHR Applicant Summary (AI) interface. On the left, a sidebar shows a table of applicants with columns for Applicant type, Job match, and Interview date. The main panel shows the detailed summary for Mr. Nolan George, an external applicant. The summary includes contact information, a progress bar, and a 'Highlights' section with three bullet points. Below the highlights is an 'Interview details' section with a 'Confirmed' status and an 'Interview panel' list.

Applicant type	Job match	Interview date
External	80%	13/05/2025, 08:00 - 12:00
Guest	50%	No interview arranged
Internal	90%	14/05/2025, 08:00 - 09:00

Mr Nolan George
External applicant

Progress: PROGRESS REJECT

Email: nolan.george@gmail.com
Phone: United Kingdom (+01) 773 783 035
Mobile: United Kingdom (+44) 7776198435
Address: 17 Stranger Street, Manchester, M1 2AB
[LinkedIn profile](#)

Overview Supplementary questions Notes & attachments

Highlights (Generated: 01 January 2026)

- The applicant describes experience supporting recruitment campaigns, managing applicant pipelines, and maintaining accurate application records within recruitment systems. Their employment history references involvement in coordinating application stages, communicating status updates, and supporting hiring workflows aligned to defined processes.
- The application explicitly lists skills including applicant tracking system usage, candidate screening support, data accuracy, stakeholder communication, and report preparation. These skills are described factually and without stated proficiency levels.
- The job description specifies experience with configurable recruitment workflows and reporting. Direct configuration ownership is not explicitly evidenced in the application, though related system interaction is described and may warrant further review.

Interview details (EDIT)

Confirmed

Interview panel

- Nolan George
- Chance Siphron

Interview date and time

This functionality automatically generates a concise, neutral summary of each job application based solely on the information provided by the applicant.

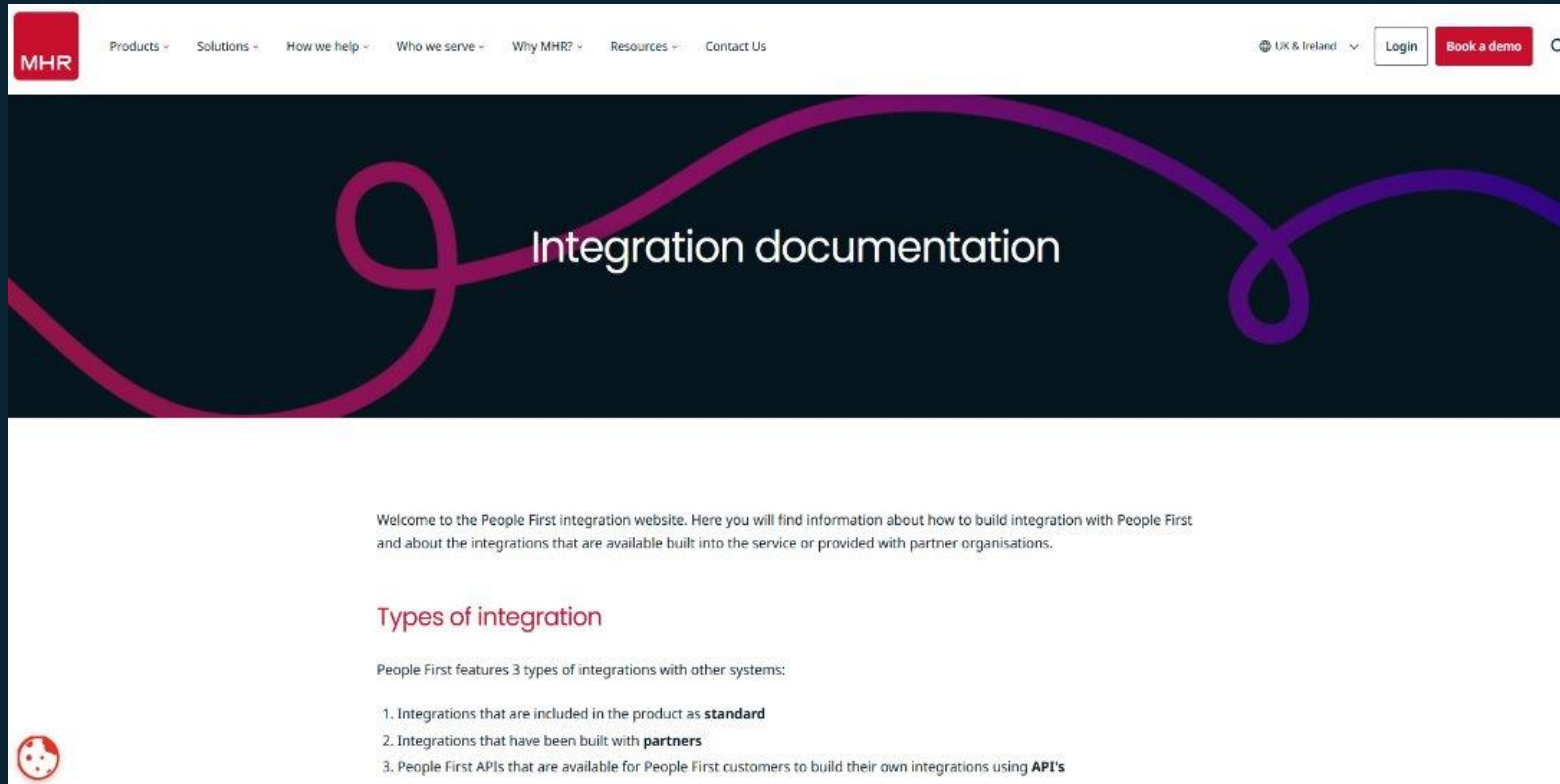
It highlights relevant experience and skills in a consistent, anonymised format, helping reviewers quickly understand key aspects of an application without reading every detail. By standardising how applications are summarised, it saves time, improves consistency across reviews, and supports fairer, more objective early stage screening.

The summary generates once using the applicant's introductory statement, employment history and skills at the point of application. This feature requires CV parsing to be enabled and for applicants that have applied through the job board.

Business benefits

- ✓ Supporting your processes
- ✓ Understanding your data

Architecture update



<https://mhrglobal.com/uk/en/integration-documentation>

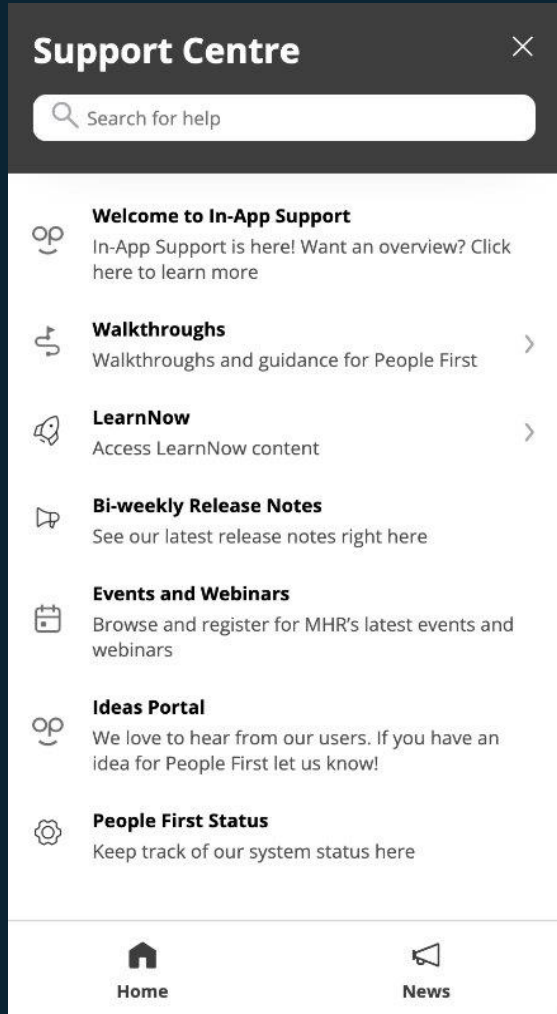
- The integration website has been given a facelift and has moved to this location.
- New Link: [Integration documentation | MHR](https://mhrglobal.com/uk/en/integration-documentation)

Business benefits

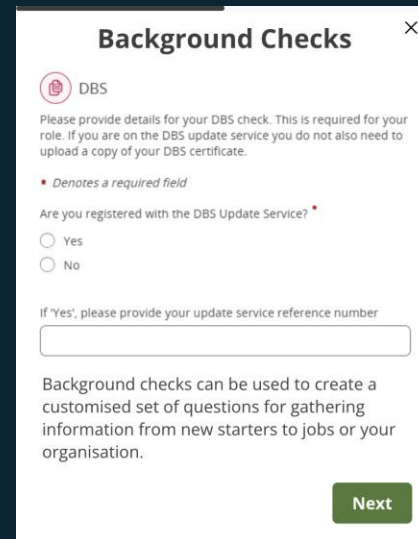
- ✓ User experience improvement
- ✓ More information
- ✓ Easier to maintain so more up to date

In-App support

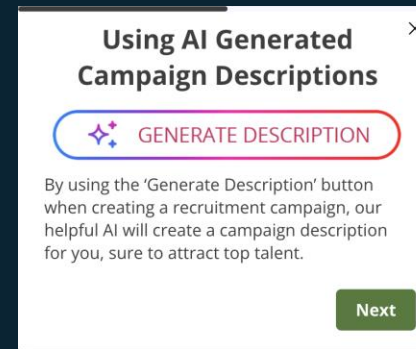
In-App Support – New walkthroughs



New campaigns and background checks walkthrough



Background checks walkthrough



Recruitment campaigns walkthrough

New walkthroughs launching in recruitment campaigns and background checks.

- **Background checks:** Discover how to set up and use customised background checks to gather tailored information from new starters joining roles or your organisation.
- **Recruitment campaigns:** Learn how to use AI-generated campaign descriptions to quickly create compelling recruitment campaigns designed to attract top talent.

Business benefits

✓ User Experience

Defect	Area	Description
1891264	HRM	Probation period isn't inherited for an onboarder
1884236	HRM	Probationary period not working with transfers
1873267	HRM	Line Manager cannot make the person a leaver
1888792	HRM	Department Insights->People Trends & details form showing transfers when probably shouldn't
1888317	Absence	When the 28 weeks SSP is met and exception triggered, this causes the system not to pay SSP in the last month it is due.
1885283	Absence	When using a working pattern longer than 4 weeks, occupational entitlement disappears
1890846	Absence	SSP not calculating for enough weeks - 7 day working pattern employees
1887837	Payroll	Total taxable pay is correct if back pay is paid
1891361	Payroll	Reinstating a leaver from a previous pay run does not reopen the Person on Payroll.
1884766	Payroll	Payroll: Unable to configure absence pay config for incomplete policies if payslip item has multiple choice revisions
1889878	Payroll	Payroll: Undo last transfer is not removing contractual backpay & occupancy on payroll side
1891008	Onboarding	Weekly digest does not show for Onboarders
1891299	Payroll	Pension export provides relevant data even if pension scheme has been deleted
1884537	Payroll	PDF payslip now includes pension YTD adjustments where applicable
1890916	Payroll	Payroll adjustments now accurate across employee and job level pensions
1893966	WFM	Average weekly hours calculation on the working pattern has been fixed

Fix list

[illegible]

Coming soon

The key features coming soon:

Workforce Management

Transfers

Schedule checks

Regulatory Reporting

School Workforce Census (SWF) Reporting

Workforce Management

When someone is transferred retrospectively, all time data after the transfer will be reassigned to the new job.

These time records will be backed out of payroll and will need re-approving as the rate of pay and costing may have changed

Business benefits

- ☒ Automation
- ☒ Standardising behaviour
- ☒

Scheduling- Schedule checks

The screenshot shows the MHR Scheduling software interface. At the top, there's a red header with a search bar and the text 'Leisure Centre'. Below this are tabs for 'Overview', 'Profile', 'Schedule', and 'Calendar'. The 'Schedule' tab is active, showing a calendar view for the week of January 19-25, 2026. The calendar displays shifts for four employees: Carlos Bennett, Jessica Brown, Julia Frankland, and an 'Open shifts' section. A sidebar on the right shows 'Schedule checks' with three alerts: Julia Frankland's 20-minute break period not met, Jessica Brown's weekly hours exceeding 40, and Jessica Brown's shift being longer than 8 hours on Tuesday.

This new feature enables users to run compliance checks on schedules and flags any breaches of Working Time Directive (WTD) rules.

These checks can be turned on/off as required.

WTD rules covered:

- Working more than 48 hours per week on average over the previous 17 weeks
- Shifts longer than 6 hours without a minimum 20-minute break
- Fewer than 11 hours of rest between shifts
- Less than 24 hours of rest in 7 days, or 48 hours in 14 days
- U18 employees
 - o No more than 40 hours per week
 - o No more than 8 hours per day

Business benefits

- ☒ Automation
- ☒ Legislation

Regulatory Reporting

Regulatory Reporting– School Workforce Census (SWF)

MHR

School Workforce Census - contract

Exclude from SWF (Blank)
School or Local Authority 5
Senior Leadership team Yes
Post HQT - Head teacher*
Pay Framework 2014
Pay review date (Blank)
Safeguarded salary (Blank)
Origin OTHPOR - Other education post outside the UK
Destination (Blank)

School Workforce Census - Job curriculum

Subject MAT - Mathematics / Mathematical development (early years)
Year group 9 - Year 9
Subject hours 10

Subject CHM - Chemistry
Year group 7 - Year 7
Subject hours 10

School workforce census role

Role ATTN - Attendance Officer
Role BURS - Bursar
Role EXHT - Executive Head Teacher

Hours & Basis

Basic Full time
Contractual hours 35
Type Permanent
PTE value 1

Absence policy

Start date 19/12/2024
End date (Blank)
Calendar UK Public Holidays - England and Wales
Public holidays are non-working days
Book by hours
Average holiday pay employee type Not applicable
Number of days in pattern 5

School workforce census - counts on census day

SWF - census day date 06/11/2025
Occasions QTS 3
Occasions NOT QTS 0
Occasions NOT KNOWN 0

School workforce census - 3rd party support staff on census day

SWF - census day date 06/11/2025
Category of support staff ESC - Escort
Support head count 1

School workforce census - vacancies on census day

School workforce census date 07/11/2024
Vacancy post DHT - Deputy head
Vacancy tenure P - Part Time
Vacancy subject OTH - Other
Vacancy temporarily filled (Blank)
Vacancy advertised Yes

Addition of School Workforce Census reporting functionality.

All Schools in England must complete this return, Annually, in November.

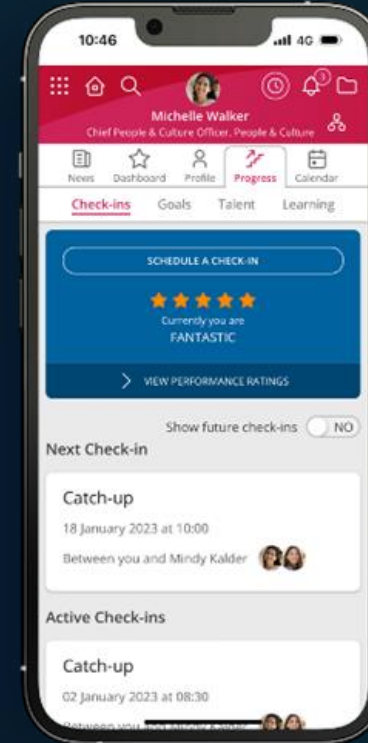
The primary source of data on school staff, and informs departmental policy on pay, as well as the monitoring of the effectiveness and diversity of the school workforce.

People First to capture staff/school data. Allowing an XML export for submission to the Department for Education (DfE).

Business benefits

- ✓ Legislation
- ✓ Supporting your process
- ✓ Understanding your data

People First Roadmap is available by selecting the image below.



Features that are shared in a People First document, Roadmap, our website, press releases or public statements that are not currently available are subject to change at our discretion and may not be delivered as planned or at all.



Thank You!

For more information on latest features, fixes or upcoming features, please contact your Account Manager today.

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people first
😊