

Illegal Workers

The law on preventing illegal working is set out in sections 15 to 25 of the Immigration, Asylum and Nationality Act 2006 (known as the 2006 Act) which came into force on 29 February 2008.

This law replaced the previous one under section 8 of the Asylum and Immigration Act 1996 (known as the 1996 Act).

The law is in place to:

- make it harder for people with no right to work in the UK to unlawfully gain or keep employment;
- make it easier for employers to ensure that they only employ people who are legally allowed to work for them;
- strengthen the Government's controls on tackling illegal working, by making it easier to take action against employers who use illegal workers.

Clearway Traffic Solutions Ltd. is committed to ensuring that there are no illegal workers in our business or our supply chains. This Statement affirms our intention to act ethically in our business relationships. We will carry out appropriate VISA, Passport and DOB checks to ensure all employees are entitled to work in the UK in accordance with Sections 15 to 25 of the Immigration, Asylum & Nationality Act 2006.

Should a non-EU resident apply to work with us, as identified by pre-employment registration questions, a copy of their work visa and passport would be required. All necessary checks would then be made to ensure the person had the right to work in the UK and they have no immigration restrictions that prevent them from doing the work in question. Should a potential employees' right to work in the UK be on a temporary basis, additional checks will be carried out to ensure that their documents have been renewed prior to them commencing employment to prevent a situation where their working rights would expire during their period of employment.

Compliance checks to be used

For British workers with a British passport then by providing a photocopy for us to confirm is sufficient.

If the passport is from a country belonging to a European country we will need:

- Photocopy of the passport
- The SHARE CODE which will have been issued from the Home office after application.

If the passport is from any other country we will need:

- Photocopy of the passport
- Proof of a work visa or letter from the home office allowing you to work in the UK.

We will then carry out our check, for completeness using the following link to the Government website service.

<https://www.gov.uk/check-right-to-work>

All related verified documentation is retained, within our fully compliant GDPR process, for a minimum of 2 years after the individual has ceased employment with Clearway Traffic Solutions Ltd.

All Directors and managers will enforce this policy from the registration process through to completion of employment with Clearway Traffic Solutions Ltd.

The Managing Director is personally responsible for the integrity and lawful standing of the Company and signs this policy statement in acknowledgement of this.

Signed:

David Gibbins

Managing Director

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