GBG | KnowYourPeople

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Right to Work compliance

Demonstrate compliance with Right to Work legislation using GBG's KnowYourPeople solution.

As today's workforce increases in diversity, one of the challenges facing employers is to keep internal practices consistent and stay compliant with employment regulations.

You can collect, manage and maintain the integrity of right to work records for your entire workforce across your organisation, regardless of an applicant's nationality, using our simple online process.

The Facts

You may be liable for a civil penalty if you employ someone who doesn't have the right to the work in the UK.

On 16th May 2014, the maximum Civil Penalty increased to £20,000. Government figures have shown civil penalties of almost £37 million in one year due to organisations failing to meet the requirement of the legislation, with over 3,000 illegal workers found.

It's a criminal offence for you to knowingly hire a person who has no right to work in the UK. If convicted, you could face a custodial sentence of up to five years and/or an unlimited fine. You can avoid penalties if you can demonstrate reasonable checks were taken prior to employment, and a statutory excuse obtained.

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Right to Work compliance

Regardless of your applicant's nationality, the Immigration Act 2016 states that UK employers are required by law to check 'right to work' documents to verify that a person is eligible to work in the UK, **before** employing them.

How we can help you

> **Online** workflow to enable your staff to accurately and consistently follow process. Accessible via mobile devices

> **Guidance** to capture all images of appropriate documentation

> **Audit** of answers that demonstrate the verification of documentation in the presence of the applicant

> **Secure** online retention of digital, time stamped copies of Right to Work documentation

> **Report** generation with audit to prove your compliance

> **Access** your employee's right to work history quickly, if you're requested to do so by the Home Office

> **Alerts** key staff members when a List B candidate is loaded onto the system

Features

> **Reporting** - system generated weekly updates where Right to Work expires in 6, 3 and 1 month's time, ensuring you obtain updated documents to prove ongoing Right to Work - in good time

> **Auditable** timestamped proof of the record including **images** of documents obtained and verification checks conducted

> **User access control** - flexible control of user's access to reports

> **Record** Right to Work checks online via PC and mobile devices

> **Multiple users** can be set up in multiple locations and you can assign 'super users' with greater access levels

Benefits

> **Demonstrate** adherence of Right to Work legislation process in a secure environment, all reports in one place

> **Manage** best practice process for all staff to follow, regardless of location

> **Ongoing compliance** - timely reports to prompt the obtaining of updated documentation

> **Accessible** by central HR teams

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