

The Conduct of Employment Agencies and Employment Business Regulations 2003

The government has introduced this legislation to raise standards across the recruitment industry. One of the main aims is to provide greater protection for both job seekers and companies who use the services of Employment businesses and Employment Agencies. Among other things, the Regulations require recruitment companies to provide specific information to applicants and also to 'validate' these candidates before introducing them to employers.

[Click here](#) for Full details of the Regulations

Please be advised of our standard terms:

Tiger Resourcing operates both as an Employment Business (temporary and contract positions) and an Employment Agency (permanent positions).

In either instance, the services that we provide will be work-seeking services through which we will try to identify vacancies within our client companies suitable to your particular skills and experience.

We do not charge you any fee for these work-seeking services, nor is there a fee payable by you for any other service that we may provide in relation to your job search.

We also need to obtain certain information, consents and proofs from you depending upon the way you plan to work should we find you a suitable position. Please follow the appropriate link:

- Temporary/Contract assignment via a Limited Company
- Temporary/Contract assignment via an Umbrella Company
- Permanent Employment / Registration of details

Please note that, under the Regulations, we are not able to start providing you with work-seeking services until you have provided the required details.

You may accept more than one set of Terms if you wish, to cover all future eventualities.

Temporary/Contract assignment via a Limited Company

If you have already formed a Limited Company, then it is possible for you to opt out of the Regulations. The advantages of this are:

Speed - no need for you to pre-agree terms or provide proof of identity, eligibility or skills

IR35 – opting out will improve the possibility of working outside IR35 legislation. (Click here for more information on IR35.)

Avoid possible additional administration costs for those remaining opted-in

If you choose to opt out, we can continue to work with you in exactly the same way .

To opt out, we require you to sign a disclaimer form on behalf of the Company and from you as the named individual worker. This will be sent to you with your contract.

Your Limited Company must be in existence before you can opt out. You might consider working through an Umbrella Company in the meantime.

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Temporary/Contract assignment via an Umbrella Company

If you are planning to work through an Umbrella company, you may use any approved company.

If you work via an Umbrella Company, it will be possible for you to opt out of the Regulations.

In other words, we can continue to work with you in exactly the same way as we always have.

The advantages of opting out are:

Speed - no need for you to pre-agree terms or provide proof of identity, eligibility or skills

IR35 – opting out will improve the possibility of working outside IR35 legislation. (Click here for more information on IR35.)

Cost - it seems likely that Umbrella companies will pay a slightly lower rate to opted-in contractors because of the additional administrative burden

To opt out we will require opt-out confirmation from both the Umbrella and yourself, the named individual worker.

Permanent Employment / Registration of details

Before we can begin to provide services to you, we have to obtain your initial agreement to our standard Terms. Please confirm in writing that these are acceptable to you. Additionally, before we can proceed with your application, we must also obtain the following from you:

Formal confirmation that you are willing to perform a role suitable to your experience and skills

Some proof of your identity - for example a copy of your passport, recent P45, birth certificate or ID card

Evidence of your legal entitlement to accept a job, if offered - for example a copy of an EU passport, valid work permit or visa. This may be the same as proof of identity.

If it is a specified requirement of a role for which you may be suitable, we will also need to see proof of technical or educational qualifications

Please attach the relevant documentation to an email.

Once we are in receipt of these various items you will not need to send them again should you apply for any other positions.