

LONDON BOROUGH OF WALTHAM FOREST

IMPORTANT NOTE FOR ALL APPLICANTS

PLEASE READ CAREFULLY

ASYLUM AND IMMIGRATION ACT 1996 SECTION 8

PREVENTION OF ILLEGAL WORKING

The above act came into force on 27 January 1997 and states it will be an offence to employ a person with no immigration entitlement to work in the United Kingdom.

If you are successful in your application for this post you will be required to prove one or more of the original documents listed below.

- A document issued by a previous employer, the Inland Revenue, the Benefits Agency, the Contributions Agency or the Employment Service (or their Northern Ireland equivalents) which states the National Insurance number of the person named.
- This could include a P45, a pay slip, a P60, a National Insurance (NINO) card (the newer plastic cards or the older style cards) or a letter issued by one of the Government bodies concerned.

THE ABOVE SHOULD COVER MOST APPLICANTS

- A passport describing the holder as a British citizen or as having the right of abode in - or an entitlement to re-admission to - the United Kingdom.
- A passport containing a Certificate of Entitlement issued by or on behalf of the Government of the United Kingdom certifying that the holder has the right of abode in the United Kingdom.
- A certificate of registration or naturalisation as a British citizen.
- A birth certificate issued in the United Kingdom or in the Republic of Ireland.

For these purposes the United Kingdom includes England, Wales, Scotland, Northern Ireland, the Channel Islands and the Isle of Man.

- A passport or national identity card issued by a State which is a party to the European Economic Area Agreement and which describes the holder as a national of that State.
- A passport or other travel document endorsed to show that the person named is exempt from immigration control, has indefinite leave to enter, or remain in, the

United Kingdom or has no time limit on his or her stay; or a letter issued by the Home Office confirming that the person named has such status.

- A passport or other travel document endorsed to show that the person named has current leave to enter or remain in the United Kingdom and is not precluded from taking the employment in question; or a letter issued by the Home Office confirming that this is the case.
- A United Kingdom residence permit issued to a national of a State which is party to the European Economic Area Agreement.
- A passport or other travel document endorsed to show that the holder has a current right of residence in the United Kingdom as the family member of a named national of a State which is a party to the European Economic Agreement and who is resident in the United Kingdom.
- A letter issued by the Immigration and Nationality Directorate of the Home Office indicating that the person named in the letter is a British citizen or has permission to take employment.
- A work permit or other approval to take employment issued by the Department for Education and Employment or, in Northern Ireland, by the Training and Employment Agency.
- A passport describing the holder as a British Dependent Territories citizen and which indicates that the status derives from a connection with Gibraltar.

If you are uncertain about which documents to provide, please contact the address where the application form is to be returned.

Please note it is a requirement that we keep a photocopy of the document if you are successful in your application.

N.B. This requirement applies to all applicants, unless already in post before 27 January 1997.