

WHY BUSINESSES MUST COMPLY WITH UK IMMIGRATION LAW & POLICY

The consequences of not doing so is likely to result in a combination of the following:

- * Negative PR
- * A loss of business reputation amongst peers and customers
- * The threat of unannounced visits from the UK Border Agency
- * Low staff morale
- * Unfair dismissal claims
- * Civil penalties running into the thousands
- * Removal from the Sponsorship Register
- * Downgrading on Sponsorship Register
- * Disciplinary problems
- * Recruitment problems



PARAGON LAW

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HOW TO REMAIN COMPLIANT?

As an employer you need to be aware of what your duties and obligations are and which include the following:

- * Understand which types of Visas and Residence Permits allow a person to work in the UK and with what conditions attached
- * If recruiting a non European national under Tier 2 of the Points Based System you need to follow the UK Border Agency's correct Occupation Code, ensure that you have advertised the role properly and pay the correct salary
- * You also need to have a written policy on employing migrant workers which does not "gather dust" but is adopted and ensures confidence that your business:
- * Copies, certifies and retains all new starters right to work documents before the first day of employment
- * That you track and monitor the immigration status of your migrant workers so that extensions are applied for in time
- * Your systems should also ensure that all the correct records are kept in personnel files
- * Your policy document should also set out the reporting duties that you have as a sponsor to the UK Border Agency and all your staff should know what the lines of responsibilities are so to know who to make aware of any changes that need reporting to the UK Border Agency
- * How you will deal with visits from the UK Border Agency

HOW PARAGON LAW CAN HELP

We are a niche immigration law firm – it is the only law we do and do well. We work with companies who are multi-national, multi-sight, small or niche and from every sector. Our expertise is to handle any project or problem which has a UK immigration law and policy angle to it.

Our existing clients all benefit from one or more of the following services which we provide:

- * Working with businesses to implement HR systems, procedures and documentation to ensure immigration compliance
- * Carrying out audits at fixed intervals throughout the year of personnel files and HR systems to ensure continued compliance
- * Preparation on passing a UK Border Agency visit
- * Representation and challenging adverse findings made by the UK Border Agency following a visit
- * Preparation with registering as a sponsor
- * Helping to maintain the sponsorship status by becoming the clients key contact and Level 1 user on the Sponsorship Management System (SMS)
- * Preparation of applications and cases to be filed with the UK Border Agency or at Embassy's abroad
- * Ensuring compliance with procedures and guidelines to recruit staff under Tier 2 and Tier 5 of the Points Based System
- * Providing telephone and email support to HR teams
- * Providing bespoke training and updates
- * Advising on transferring staff to and from the UK
- * Help with renewing your sponsor license

NEXT STEPS

If you are not already, we would like you to be a client of Paragon Law. We are confident that we have the expertise in UK immigration law to add value to your HR team.

If you are of the view that your business requires attention and focus to comply with UK immigration law then please contact us to see how we might be able to work together.

Alternatively, it may be that you have the adequate systems and procedures in place and indeed in such a scenario keep a hold of this document as there may be a particular project or problem in the future which has an immigration law angle and where Paragon Law may prove to be invaluable.

For more information or to arrange a meeting please call and ask to speak to **Thalej Vasishta** on **0115 9644123** or email thalejv@paragonlaw.co.uk.

To know more about Paragon Law, our values, vision and services visit our website www.paragonlaw.co.uk.

