

Statutory Document 2017/0183



**STATEMENT OF
CHANGES IN
IMMIGRATION RULES**

Laid before Tynwald on 20 June 2017 under section 3(2) of the
Immigration Act 1971 (an Act of Parliament as extended to the Isle of Man by the
Immigration (Isle of Man) Order 2008 (SI 2008 no. 680))

The Council of Ministers has made the following changes to the Immigration Rules laid down by it as to the practice to be followed in the administration of the Immigration Act 1971¹ (of Parliament) as it has effect in the Isle of Man² for regulating entry into and the stay of persons in the Isle of Man and contained in the Statement laid before Tynwald on 17th May 2005³.

The changes to Appendix FM set out in paragraphs FM1, FM17, FM18, FM39 and FM40 of this statement, and to Appendix FM-SE set out in paragraphs FM-SE11 and FM-SE13, FM-SE14, FM-SE15 and FM-SE17 shall take effect from 1 December 2017. However, if the expiry date of the applicant's leave pre-dates 1 December 2017, the application will be decided in accordance with the Immigration Rules in force on 30 November 2017.

All other changes set out in this statement take effect from 8 June 2017. However, in relation to those changes, if an application has been made for entry clearance, leave to enter or remain before 8 June 2017, the application will be decided in accordance with the Immigration Rules in force on 7 June 2017.

Changes to the Introduction

- Intro1. In Paragraph 6 in the definition of "UK recognised body" for "the United Kingdom Foundation Programme Office and the Yorkshire and Humber Strategic Health Authority" substitute "Health Education South London and Health Education England".
- Intro2. Delete the definition for "'administrative review'".
- Intro3. In Paragraph 6 in the definition for "**Confirmation of Acceptance for Studies**" delete "or **Visa Letter**".
- Intro4. In Paragraph 6 in the definition for "**Confirmation of Acceptance for Studies Checking Service**" delete "(or Visa Letter)".
- Intro5. In paragraph 6, delete the definition of "Senior Care Worker"
- Intro6. In paragraph 6, after the definition of "Writer, Composer or Artist" insert:
"Under Part 6A of these Rules, "week" means a period of 7 days beginning with a Monday."

Changes to Part 1

¹ 1971 c. 77

² See the Immigration (Isle of Man) Order 2008 (S.I. 2008 No 680)

³ S.D. 62/05 amended by S.D.692/05, S.D. 442/06, S.D. 547/06, S.D. 781/06, S.D. 871/06, S.D. 124/07, S.D. 303/07, S.D. 534/07, S.D. 02/08, S.D. 500/08, GC 32/09, GC 35/09, GC 14/10, GC 26/10, GC 02/11, SD 518/11, SD 40/12, SD 0288/12, SD 0625/12, SD 0657/12, SD250/13, SD 302/13, SD 345/13, SD 2014/0004, SD 2014/0082, SD 2014/241, 2014/314, 2014/324 and 2015/0265.

- 1.1 In paragraph 24 for sub-paragraphs (i) and (ii) substitute:
“(i) a visa national;
(ii) a non visa national who is:
 (a) not a British national; and
 (b) seeking entry for a period exceeding six months or for a purpose for which prior entry clearance is required under these Rules;
(iii) a British national without the right of abode who is seeking entry for a purpose for which prior entry clearance is required under these Rules.”.
- 1.2 In paragraph 30, for the words from “Consular Fees Act 1980” to the end of the paragraph substitute “regulations made under sections 68 and 69 of the Immigration Act 2014 has been paid.”.
- 1.3 In paragraph A34, in the introductory wording, delete “under these Rules”.
- 1.4 Delete paragraph 34BB and substitute:
“34BB (1) An applicant may only have one outstanding application for leave to remain at a time.
(2) If an application for leave to remain is submitted in circumstances where a previous application for leave to remain has not been decided, it will be treated as a variation of the previous application.
(3) Where more than one application for leave to remain is submitted on the same day then subject to sub-paragraph (4), each application will be invalid and will not be considered.
(4) The Lieutenant Governor may give the applicant a single opportunity to withdraw all but one of the applications within 10 working days of the date on which the notification was sent. If all but one of the applications are not withdrawn by the specified date each application will be invalid and will not be considered.
(5) Notice of invalidity will be given in writing.”.
- 1.5 In paragraph A39 for “listed in Appendix T Part 2 of the United Kingdom Immigration Rules, as amended from time to time,” substitute “approved by the Secretary of State for these purposes, as listed on the Gov.uk website,”
- 1.6 After paragraph 39D insert:
“Exceptions for overstayers.
39E. This paragraph applies where:

(1) the application was made within 14 days of the applicant’s leave expiring and the Secretary of State considers that there was a good reason beyond the control of the applicant or their representative, provided in or with the application, why the application could not be made in-time; or

(2) the application was made:

(a) following the refusal of a previous application for leave which was made in-time or to which sub-paragraph (1) applied; and

(b) within 14 days of:

(i) the refusal of the previous application for leave; or

(ii) the expiry of any leave extended by section 3C of the Immigration Act 1971; or

(iii) the expiry of the time-limit for making an in-time application for appeal (where applicable); or

(iv) any appeal being concluded, withdrawn or abandoned or lapsing.”.

Changes to Part 5

5.1 In paragraph 144(ii)(a), for “no branch”, substitute “no active branch”.

5.2 In paragraph 144(ii)(a) after “representative in the Isle of Man” insert “or United Kingdom”.

5.3 In paragraph 144(iii)(d)(5), after “no other” insert “active”.

5.4 Delete paragraph 144(vi)(b) and substitute:

“(b) the applicant has a knowledge of English equivalent to level A1 or above of the Council of Europe’s Common European Framework for Language Learning, and

(1) provides the specified documents from an English language test provider approved by the Lieutenant Governor for these purposes, as listed in Appendix O, which clearly show the applicant’s name, the qualification obtained (which must meet or exceed the standard described above in speaking and listening) and the date of the award, or

(2) has obtained an academic qualification (not a professional or vocational qualification) which is a Bachelor’s degree or Master’s degree or PhD awarded by an educational establishment in the Isle of Man or UK; or, if awarded by an educational establishment outside the Isle of Man and UK, is deemed by UK NARIC to meet the recognised standard of a Bachelor’s degree or Master’s degree or PhD in the UK, and

(i) provides the specified documents in paragraph 144-SD(b) to show he has the qualification, and

(ii) unless it is a qualification awarded by an educational establishment in the UK, UK NARIC has confirmed that the qualification was taught or researched in English to the appropriate level of the Council of Europe's Common European Framework for Language Learning or above, or

(3) has obtained an academic qualification (not a professional or vocational qualification) from overseas which is deemed by UK NARIC to meet or exceed the recognised standard of a Bachelor's or Master's degree in the Isle of Man and UK, and provides the specified documents in paragraph 144-SD(c) to show that:

(i) he has the qualification, and

(ii) the qualification was taught or researched in English, or

(4) has obtained an academic qualification (not a professional or vocational qualification), which is deemed by UK NARIC to meet the recognised standard of a Bachelor's or Master's degree or PhD in the UK, from an educational establishment in one of the following countries: Antigua and Barbuda; Australia; The Bahamas; Barbados; Belize; Dominica; Grenada; Guyana; Ireland; Jamaica; New Zealand; St Kitts and Nevis; St Lucia; St Vincent and The Grenadines; Trinidad and Tobago; the USA; and provides the specified documents in paragraph 144-SD(b).”.

5.5 In paragraph 147(ii)(a) after “Isle of Man” insert “or United Kingdom”

5.6 Delete paragraph 159A(vi) and substitute:

“(vi) does not intend to take employment except as a domestic worker in a private household; and”

5.7 Delete paragraph 159B, and substitute:

“159B Leave to enter as a domestic worker in a private household.

A person seeking leave to enter the Isle of Man as a domestic worker in a private household may be given leave to enter for that purpose for a period of 6 months provided he is able to produce to the Immigration Officer, on arrival, a valid Isle of Man entry clearance for entry in this capacity. Any conditions attached to leave granted in accordance with this paragraph shall not prevent the applicant from taking employment as a domestic worker in a private household other than that of the employer in relation to which entry clearance was originally granted.”

5.8 In paragraph 159J –

(i) replace each reference to “6 months” with “2 years” and

(ii) replace “six months” with “2 years”.

Changes to Part 6A

6A.1 In paragraph 245AAA(b) for “a highly skilled migrant, a Businessperson, an Innovator, an Investor, a self-employed lawyer or a writer, composer or artist,” substitute “or a highly skilled migrant,”.

6A.2 For paragraph 245AA substitute:

“245AA. Documents not submitted with applications

(a) Subject to sub-paragraph (b) and where otherwise indicated, where Part 6A or any appendices referred to in Part 6A state that specified documents must be provided, the decision maker (that is the Entry Clearance Officer, Immigration Officer or the Lieutenant Governor) will only consider documents received by the Isle of Man Immigration Office before the date on which the application is considered.

(b) If the applicant has submitted the specified documents and:

- (i) some of the documents within a sequence have been omitted (for example, if one page from a bank statement is missing) and the documents marking the beginning and end of that sequence have been provided; or
- (ii) a document is in the wrong format (for example, if a letter is not on letterhead paper as specified); or
- (iii) a document is a copy and not an original document; or
- (iv) a document does not contain all of the specified information;

the decision maker may contact the applicant or his representative in writing, and request the correct documents. Such a request will only be made once, and the requested documents must be received at the address specified in the request within 10 working days of the date of the request.

(c) Documents will not be requested under sub-paragraph (b) where:

- (i) a specified document has not been submitted (for example an English language certificate is missing); or
- (ii) where the decision maker does not think that submission of the missing or correct documents will lead to a grant because the application will be refused for other reasons.

(d) If the applicant has submitted a specified document:

- (i) in the wrong format; or
- (ii) which is a copy and not an original document; or

(iii) which does not contain all of the specified information, but the missing information is verifiable from:

- (1) other documents submitted with the application; or
- (2) the website of the organisation which issued the document; or
- (3) the website of the appropriate regulatory body;

the decision maker may request the correct document under sub-paragraph (b), or may grant the application despite the error or omission, if satisfied that the specified documents are genuine and the applicant meets all the other requirements of the Rules.”

- 6A.3 In paragraph 245BB(d), delete “as a student or a Postgraduate Doctor or Dentist, a Student Nurse, a Student Writing-Up a Thesis, a Student Re-Sitting an Examination or”.
- 6A.4 In paragraph 245CD(c), delete sub-paragraphs (iv) to (vi)
- 6A.5 In paragraph 245CD(e), delete “, a Writer, Composer or artist, a self-employed lawyer”.
- 6A.6 In paragraph 245CD(k)(ii)(a), for “National Qualifications Framework”, in each place it occurs, substitute “Regulated Qualifications Framework”.
- 6A.7 For paragraph 245CD(l) substitute:
- “(l) For the purposes of paragraph (e), time spent with valid leave in the Bailiwick of Guernsey, the Bailiwick of Jersey, the Isle of Man and United Kingdom in a category equivalent to those set out in (e)(i) to (iv) may be included in the continuous period of 5 years (or 4 years as the case may be) lawful residence in the Isle of Man, provided that:
- (i) the most recent period of leave was granted in the Isle of Man as a Tier 1 (General) Migrant; and
 - (ii) any period of leave granted in the Bailiwick of Guernsey, the Bailiwick of Jersey or the United Kingdom as a work permit holder or a Tier 2 Migrant was for employment:
 - (a) in a job which appears on the list of occupations skilled to National Qualifications Framework level 3 or above (or from 6 April 2011, National Qualifications Framework level 4 or above or from 14 June 2012, National Qualifications Framework level 6 or above), as stated in the Codes of Practice in Appendix J, or

(b) in a job which appears in the Creative Sector Codes of Practice in Appendix J, or

(c) as a professional sportsperson (including as a sports coach).

(iii) In any such case, references to the “Isle of Man” in paragraph 245AAA shall include a reference to the Bailiwick of Guernsey, Bailiwick of Jersey or the United Kingdom, as the case may be.

(m) The application for indefinite leave to remain must have been made before 6 April 2018.”.

6A.8 In paragraph 245D(c)(ii), before “‘Invested’ or ‘spent’” insert “‘Invested’ means that the funds have been invested into a business or businesses which the applicant is running as self-employed or as a director or member of a partnership.”.

6A.9 In paragraph 245DB(e), delete “as a Student or a Postgraduate Doctor or Dentist, a Student Nurse, a Student Writing-Up a Thesis, a Student Re-Sitting an Examination or”.

6A.10 In paragraph 245DB(i), delete “, a Businessperson or an Innovator”.

6A.11 In paragraph 245DB(i)(i), delete “, a Businessperson or an Innovator”.

6A.12 In paragraph 245DB(j)(iv), delete “, a Businessperson or an Innovator”.

6A.13 After paragraph 245DB(q), insert:

“(r) Where the applicant is 18 years of age or older, the applicant must provide either an original or scanned copy of a criminal record certificate from the relevant authority in any country in which they have been resident for 12 months or more (whether continuously or in total) in the past 10 years, while aged 18 or over. This requirement does not need to be met where the Lieutenant Governor is satisfied, by way of an explanation provided in or with the application, that it is not reasonably practicable for the applicant to obtain a certificate from the relevant authority.

(s) If the applicant has failed to provide a criminal record certificate or an explanation in accordance with sub-paragraph (r), the decision maker may contact the applicant or his representative in writing, and request the certificate(s) or an explanation. The requested certificate(s) or explanation must be received at the address specified in the request within 28 calendar days of the date of the request.”.

6A.14 In paragraph 245DD(e), delete sub-paragraphs (vii) to (xix).

6A.15 In paragraph 245DD(f), delete “as a student or a postgraduate doctor or dentist, student nurse, student re-sitting an examination, student writing

- up a thesis or”.
- 6A.16 In paragraph 245DD(k), delete “, a Businessperson or an Innovator,”.
- 6A.17 In paragraph 245DD(k)(i), delete “, a Businessperson or an Innovator”.
- 6A.18 In paragraph 245DD(l)(iv), delete “, a Businessperson or an Innovator”.
- 6A.19 In paragraph 245DE(c)(i)(2), for “business in which he is a director,”, substitute “company or partnership in which he is a director or member,”.
- 6A.20 In paragraph 245DE(c)(i)(3), for “director of an existing business,”, substitute “director or member of an existing business or partnership,”.
- 6A.21 Delete paragraph 245DE(e).
- 6A.22 In paragraph 245DF(f)(i), delete “, a Businessperson or an Innovator”.
- 6A.23 In paragraph 245DF(g)(iv), delete “, a Businessperson or an Innovator”.
- 6A.24 In paragraph 245EB(c), delete “as a student or a postgraduate doctor or dentist, a student nurse, a Student Re-Sitting an Examination, a Student Writing-Up a Thesis or”.
- 6A.25 After paragraph 245EB(e), insert:
- “f) Where the applicant is 18 years of age or older, the applicant must provide either an original or scanned copy of a criminal record certificate from the relevant authority in any country in which they have been resident for 12 months or more (whether continuously or in total) in the past 10 years, while aged 18 or over. This requirement does not need to be met where the Lieutenant Governor is satisfied, by way of an explanation provided in or with the application, that it is not reasonably practicable for the applicant to obtain a certificate from the relevant authority.
- (g) If the applicant has failed to provide a criminal record certificate or an explanation in accordance with sub-paragraph (f), the decision maker may contact the applicant or his representative in writing, and request the certificate(s) or an explanation. The requested certificate(s) or explanation must be received at the address specified in the request within 28 calendar days of the date of the request.”.
- 6A.26 Delete paragraphs 245ED(c)(vi) to (xiv).
- 6A.27 In paragraph 245ED(d), delete “as a student, student nurse, student re-sitting an examination or”.
- 6A.28 In paragraph 245EE(f), for “either as a Tier 1 (Investor) Migrant and / or as an Investor ”, substitute “as a Tier 1 (Investor) Migrant.”.
- 6A.29 Delete paragraphs 245FB(e)(ii) to (vi).
- 6A.30 In paragraph 245G, for “There are four sub-categories in this route.”,

- substitute “There are two sub-categories in this route:”.
- 6A.31 Delete paragraph 245G(i) and renumber following sub-paragraphs (ii) and (iii) as (i) and (ii) respectively.
- 6A.32 At the end of paragraph 245G(iii) for “;” substitute “.”
- 6A.33 Delete paragraph 245G(iv).
- 6A.34 In paragraph 245GB(e)(iii), for “£155,300”, substitute “£120,000”.
- 6A.35 Delete paragraph 245GC(c)(i) and renumber paragraphs (ii) and (iii) as (i) and (ii) respectively.
- 6A.36 For paragraph 245GC(c)(i) (as renumbered), substitute:
“(i) 12 months, if the applicant is applying in the Graduate Trainee subcategory, or”.
- 6A.37 For paragraph 245GD(b)(i), substitute:
“(i) the applicant must have, or have last been granted, entry clearance, leave to enter or leave to remain as either:
(1) a Tier 2 (Intra-Company Transfer) Migrant in the Long Term Staff sub-category, or
(2) as a representative of an overseas Business,
and”.
- 6A.38 Delete paragraph 245GD(c).
- 6A.39 In paragraph 245GD delete sub-paragraph (e).
- 6A.40 Delete paragraph 245GE(b)(i).
- 6A.41 In paragraph 245GE(b) renumber sub-paragraphs (ii) to (v) as (i) to (iv) respectively.
- 6A.42 For paragraph 245GE(b)(i) (as renumbered), substitute:
“(i) 12 months, if the applicant is applying in the Graduate Trainee subcategory,”.
- 6A.43 In paragraph 245GE(b)(ii)(2) (as renumbered), for “£155,300 (or £153,500 if the Certificate of Sponsorship used in support of the application was assigned to him before 6 April 2015)”, substitute “£120,000,”.
- 6A.44 In paragraph 245GE(b)(iii)(2), for “£155,300 (or £153,500 if the Certificate of Sponsorship used in support of the application was assigned to him before 6 April 2015)”, substitute “£120,000”.
- 6A.45 In paragraph 254GE(b)(iii)(3) (as renumbered) for “Paragraph (v)” substitute “Paragraph (iv)”.

- 6A.46 In paragraph 245GE(b)(iv)(2), for “Qualifying Work Permit Holder,” substitute “Work Permit Holder”.
- 6A.47 In paragraph 245GF, for “Qualifying Work Permit Holder”, in each place it occurs, substitute “Work Permit Holder”.
- 6A.48 In paragraph 245GF(i)(ii)(a), for “National Qualifications Framework”, in each place it occurs, substitute “Regulated Qualifications Framework”.
- 6A.49 In paragraph 245HB(g)(ii), for “£155,300”, substitute “£159,600”.
- 6A.50 In paragraph 245HB(h), delete “a Student, a Student Nurse, a Student Re-Sitting an Examination, a Student Writing-Up a Thesis, a Postgraduate Doctor or Dentist or”.
- 6A.51 In paragraph 245HB(l), for “£155,300”, substitute “£159,600”.
- 6A.52 After paragraph 245HB(p), insert:
- “(q) Where the applicant is applying as a Tier 2 (General) Migrant, is 18 years of age or older and the job that the Certificate of Sponsorship Checking Service entry records that they are being sponsored to do is in one of the occupation codes listed below, the applicant must provide either an original or scanned copy of a criminal record certificate from the relevant authority in any country in which they have been resident for 12 months or more (whether continuously or in total) in the past 10 years, while aged 18 or over. This requirement does not need to be met where the Lieutenant Governor is satisfied, by way of an explanation provided in or with the application, that it is not reasonably practicable for the applicant to obtain a certificate from the relevant authority.
- 1181 - Health services and public health managers and directors
- 1184 - Social services managers and directors
- 2211 - Medical practitioners
- 2212 – Psychologists
- 2213 - Pharmacists
- 2214 - Ophthalmic opticians
- 2215 - Dental practitioners
- 2217 - Medical radiographers
- 2218 - Podiatrists
- 2219 - Health professionals not elsewhere classified.
- 2221 - Physiotherapists
- 2222 - Occupational therapists

- 2223 - Speech and language therapists
- 2229 - Therapy professionals not elsewhere classified
- 2231 - Nurses
- 2232 - Midwives
- 2312 - Further education teaching professionals
- 2314 - Secondary education teaching professionals
- 2315 - Primary and nursery education teaching professionals
- 2316 - Special needs education teaching professionals
- 2317 - Senior professionals of educational establishments
- 2318 - Education advisers and school inspectors
- 2319 - Teaching and other educational professionals not elsewhere classified
- 2442 - Social workers
- 2443 - Probation officers
- 2449 - Welfare professionals not elsewhere classified.

(r) If the applicant has failed to provide a criminal record certificate or an explanation in accordance with sub-paragraph (q), the decision maker may contact the applicant or his representative in writing, and request the certificate(s) or explanation. The requested certificate(s) or explanation must be received at the address specified in the request within 28 calendar days of the date of the request.”.

6A.53 For paragraph 245HD(b), substitute:

“(b) the applicant must:

(i) have, or have last been granted, entry clearance, leave to enter or leave to remain as:

- (1) a Tier 1 Migrant,
- (2) a Tier 2 Migrant,
- (3) a Representative of an Overseas Business,
- (4) a Tier 5 (Temporary Worker) Migrant, or
- (5) the partner of a Relevant Points Based System Migrant if the relevant Points Based System Migrant is a Tier 4 Migrant,

or

(ii) have, or have last been granted, entry clearance, leave to enter or leave to remain as a Tier 4 Migrant and, in respect of such leave, is or was last sponsored by:

(1) a Sponsor registered on the Isle of Man Register of Licenced Sponsors; or

(2) Not Used. ”.

- 6A.54 In paragraph 245HD(d)(iii)(2), after “these Rules apply”, insert “or where the applicant has spent time with valid leave in the Bailiwick of Guernsey, the Bailiwick of Jersey, the United Kingdom or the Isle of Man in a category equivalent to any of the categories set out in (b)(i) or (ii)”.
- 6A.55 In paragraph 245HD delete sub-paragraph (d)(v) and substitute:
“(v) If the applicant undertook the study for the qualification specified in (d)(i) whilst holding leave as a Tier 4 student, the applicant must have undertaken the study at the institution which is the Tier 4 sponsor, and not through supplementary study.”.
- 6A.56 In paragraph 245HD(k)(iii), for “£155,300”, substitute “£159,600”.
- 6A.57 In paragraph 245HD(o), for “£155,300”, substitute “£159,600”.
- 6A.58 In paragraph 245HE(b)(i)(7), for “Qualifying Work Permit Holder”, substitute “Work Permit Holder”.
- 6A.59 Delete paragraph 245HF(b)(iii)(2), and substitute:
“(2) a Work Permit Holder, provided that the work permit was granted because the applicant was the subject of an Intra-Company Transfer,”.
- 6A.60 At the end of paragraph 245HF(b)(v), after “,” insert “or”.
- 6A.61 For paragraphs 245HF(b)(vi) to (x), substitute: “(vi) as a Work Permit Holder.”.
- 6A.62 After paragraph 245HF(d)(vi)(5), insert:
“(5) £36,900 if the date of application is on or after 6 April 2021,
(6) £37,900 if the date of application is on or after 6 April 2022,”.
- 6A.63 In paragraph 245HF(e)(i), for “Qualifying Work Permit Holder”, substitute “Work Permit Holder”.
- 6A.64 In paragraph 245HF(k)(i)(1), for “National Qualifications Framework”, in each place it occurs, substitute “Regulated Qualifications Framework”.
- 6A.65 In paragraph 245HG(b)(iii)(2), for “Qualifying Work Permit Holder”, substitute “Work Permit Holder”.
- 6A.66 At the end of paragraph 245HG(b)(v), after “,” insert “or”.

- 6A.67 For paragraphs 245HG(b)(vi) to (x), substitute:
“(vi) as a Work Permit Holder.”.
- 6A.68 Delete paragraphs 245ZQ(b)(iii) to (v).
- 6A.69 In paragraph 245ZQ(b)(vi), delete “a Student, a Student Re-Sitting an Examination, a Person Writing Up a Thesis, a Postgraduate Doctor or Dentist, a Student Nurse, , or”.
- 6A.70 In paragraph 245ZR(b)(ii), for “entry clearance or leave to enter”, substitute “entry clearance, leave to enter, or leave to remain”.
- 6A.71 In paragraph 245ZR(d)(iv), for “entry clearance or leave to enter”, substitute “entry clearance, leave to enter, or leave to remain”.
- 6A.72 In paragraph 245ZV(f), for “If the applicant is currently being sponsored by a Government or international sponsorship agency”, substitute “ If the applicant is currently being sponsored wholly by a Government or international sponsorship agency by means of an award which covers both fees and maintenance”.
- 6A.73 Delete paragraph 245ZV(g), and substitute:
“(g) If the course is below degree level the grant of entry clearance the applicant is seeking must not lead to the applicant having been granted more than 2 years in the UK or Isle of Man as a Tier 4 Migrant since the age of 18 to study courses that did not consist of degree level study.
For the avoidance of doubt, the calculation of whether the applicant has exceeded the time limit will be based on what was previously granted by way of period of leave and level of course rather than (if different) periods and courses actually studied.”.
- 6A.74 In paragraph 245ZV(ga), delete:
“If the course is at degree level or above, the grant of entry clearance the applicant is seeking must not lead to the applicant having spent more than 5 years in the Isle of Man as a Tier 4 (General) Migrant, or as a Student, studying courses at degree level or above unless:”
and insert:
“If the course is at degree level or above, the grant of entry clearance the applicant is seeking must not lead to the applicant having been granted more than 5 years as a Tier 4 (General) Migrant, or as a Student, to study courses at degree level or above unless:”.
- 6A.75 After paragraph 245ZV(ga)(iii)(6), insert:
“For the avoidance of doubt, the calculation of whether the applicant has exceeded the time limit will be based on what was previously granted by

way of period of leave and level of course rather than (if different) periods and courses actually studied.”.

6A.76 After paragraph 245ZV(j) insert:

“(ja) Where the consent of the applicant’s parent(s) or legal guardian is required, evidence of how the applicant is related to the consenting party must be provided with the application. One of the following original, or notarised copy, documents can be used:

- (i) a birth certificate showing the names of the applicant’s parent(s),
- (ii) a certificate of adoption showing the names of the applicant’s parent(s) or legal guardian, or
- (iii) a Court document naming the applicant’s legal guardian.”.

6A.77 In paragraph 245ZW(c)(iii)(7), delete “or administrative review”

6A.78 In paragraph 245ZW(c)(iii), after “until such time as a decision is received from the Isle of Man Immigration Office on that application and any appeal” delete “or administrative review”.

6A.79 In paragraph 245ZW(c), after “provided that the migrant is not self-employed”, insert “or engaged in business activity”.

6A.80 In paragraph 245ZW(c)(iv)(1)(b) delete “or administrative review”.

6A.81 In paragraph 245ZW(c)(iv)(2)(b), delete:

“that represents academic progress (as set out paragraph 120A (b) of Appendix A to these Rules) from the course(s) preceding the migrant’s last grant of leave, and: the new course is either:

- 1. at a higher or the same level as the course for which the Confirmation of Acceptance for Studies was assigned; or
- 2. at a lower level than the course for which the Confirmation of Acceptance for Studies was assigned, provided that the requirements and conditions of the migrant’s grant of leave as at the date of commencement of the new course are the same requirements and conditions to which the migrant’s leave would have been subject had he made an application to study at that lower level under the Rules in force at the time of commencement of the new course, and”

and insert:

“and:

- 1. the course is taught by a Sponsor with a Tier 4 Sponsor Licence and is registered on the Isle of Man Register of Licenced Sponsors,
- 2. the course is at degree level or above,

3. the new course is not at a lower level than the previous course for which the applicant was granted leave as a Tier 4 (General) Student or as a Student,
4. the sponsor has Tier 4 Sponsor Status,
5. the applicant will be able to complete the new course within their extant period of leave, and
6. if the applicant has previously been granted leave as a Tier 4 (General) Student or as a Student, the sponsor confirms that:
 - a. the course is related to the previous course for which the applicant was granted leave as a Tier 4 (General) Student or as a Student, meaning that it is either connected to the previous course, part of the same subject group, or involves deeper specialisation, or
 - b. the previous course and the new course in combination support the applicant's genuine career aspirations.”.

6A.82 Delete paragraph 245ZW(c)(vi) and substitute:

“(vi) no study at schools maintained by the Department of Education and Children.”.

6A.83 For paragraph 245ZX(b), substitute:

“(b) The applicant must have, or last been granted, entry clearance, leave to enter or leave to remain:

(i) as a Tier 4 (General) Student, and in respect of such leave, is or was last sponsored by:

(1) a UK recognised body or a body in receipt of public funding as a higher education institution from the Department of Education and Children; or

(2) an overseas higher education institution to undertake a short-term study abroad programme in the United Kingdom; or

(3) an Embedded College offering Pathway Courses; or

(4) an independent school,

(ii) as a Tier 4 (Child) student,

(iii) as a Tier 2 Migrant.”.

6A.84 In paragraph 245ZX(c), after “paragraphs 113 to 120”, insert “and 120A”.

6A.85 In paragraph 245ZX(g) for “If the applicant is currently being sponsored by a Government or international sponsorship agency”, substitute “ If the applicant is currently being sponsored wholly by a Government or

international sponsorship agency by means of an award which covers both fees and maintenance”.

6A.86 Delete paragraph 245ZX(h), and insert:

“(h) If the course is below degree level the grant of leave to remain the applicant is seeking must not lead to the applicant having been granted more than 2 years as a Tier 4 Migrant since the age of 18 to study courses that did not consist of degree level study.

For the avoidance of doubt, the calculation of whether the applicant has exceeded the time limit will be based on what was previously granted by way of period of leave and level of course rather than (if different) periods and courses actually studied.”.

6A.87 In paragraph 245ZX(ha), delete:

“If the course is at degree level or above, the grant of leave to remain the applicant is seeking must not lead to the applicant having spent more than 5 years in the Isle of Man as a Tier 4 (General) Migrant, or as a Student, studying courses at degree level or above unless:”

and insert:

“If the course is at degree level or above, the grant of leave to remain the applicant is seeking must not lead to the applicant having been granted more than 5 years as a Tier 4 (General) Migrant, or as a Student, to study courses at degree level or above unless:”.

6A.88 After paragraph 245ZX(ha)(iii)(6), insert:

“For the avoidance of doubt, the calculation of whether the applicant has exceeded the time limit will be based on what was previously granted by way of period of leave and level of course rather than (if different) periods and courses actually studied.”.

6A.89 In paragraph 245ZX(hb) after ‘PHD’ insert “, postgraduate research qualification or a Masters degree by research”.

6A.90 After paragraph 245ZX(k) insert:

“(ka) Where the consent of the applicant’s parent(s) or legal guardian is required, evidence of how the applicant is related to the consenting party must be provided with the application. One of the following original, or notarised copy, documents can be used:

(i) a birth certificate showing the names of the applicant’s parent(s),

(ii) a certificate of adoption showing the names of the applicant’s parent(s) or legal guardian, or

(iii) a Court document naming the applicant’s legal guardian.”.

- 6A.91 In paragraph 245ZX(l), for “within 28 days of the expiry of the applicant's current leave”, substitute “within 28 days of the expiry of the applicant’s current or most recent leave”.
- 6A.92 In paragraph 245ZX(l), for “where the applicant has overstayed, within 28 days of when that period of overstaying began”, substitute “where the application is made in circumstances to which paragraph 39E(2) applies, within 28 days of the relevant event specified under paragraph 39E(2)(b).”.
- 6A.93 In paragraph 245ZX(n)(ii), after “the applicant must have” insert “entry clearance or”.
- 6A.94 In paragraph 245ZY(c)(iii)(7), delete “or administrative review”.
- 6A.95 In paragraph 245ZY(c)(iii), after “provided that the migrant is not self-employed”, insert “or engaged in business activity”.
- 6A.96 In paragraph 245ZY(C)(iv)(1)(b), delete “or administrative review”.
- 6A.97 In paragraph 245ZY(c)(iv)(2)(b), delete:
 “that represents academic progress (as set out paragraph 120A (b) of Appendix A to these Rules) on the course(s) preceding the migrant’s last grant of leave, and: the new course is either:
1. at a higher or the same level as the course for which the Confirmation of Acceptance for Studies was assigned; or
 2. at a lower level than the course for which the Confirmation of Acceptance for Studies was assigned, provided that the requirements and conditions of the migrant’s grant of leave as at the date of commencement of the new course are the same requirements and conditions to which the migrant’s leave would have been subject had he made an application to study at that lower level under the Rules in force at the time of commencement of the new course, and”
- and insert:
- “and:
1. the course is taught by a Sponsor with a Tier 4 Sponsor Licence and is registered on the Isle of Man Register of Licenced Sponsors,
 2. the course is at degree level or above,
 3. the new course is not at a lower level than the previous course for which the applicant was granted leave as a Tier 4 (General) Student or as a Student,
 5. the applicant will be able to complete the new course within their extant period of leave, and

6. if the applicant has previously been granted leave as a Tier 4 (General) Student or as a Student, the sponsor confirms that:

- a. the course is related to the previous course for which the applicant was granted leave as a Tier 4 (General) Student or as a Student, meaning that it is either connected to the previous course, part of the same subject group, or involves deeper specialisation, or
- b. the previous course and the new course in combination support the applicant's genuine career aspirations.”.

6A.98 Delete paragraph 245ZY(c)(vi) and substitute:

“(vi) no study at schools maintained by the Department of Education and Children”.

6A.99 Below the heading “245ZZ. Purpose of route” delete “This route is for children at least 4 years old and under the age of 18 who wish to be educated in the Isle of Man.” and substitute:

“This route is for children at least 4 years old and under the age of 18 who wish to be educated in the Isle of Man at an Independent School. Schools maintained by the Department of Education and Children are not permitted to sponsor students under this route.”.

6A.100 After paragraph 245ZZA(h) insert:

“(ha) Where the consent of the applicant's parent(s) or legal guardian is required, evidence of how the applicant is related to the consenting party must be provided with the application. One of the following original, or notarised copy, documents can be used:

- (i) a birth certificate showing the names of the applicant's parent(s),
- (ii) a certificate of adoption showing the names of the applicant's parent(s) or legal guardian, or
- (iii) a Court document naming the applicant's legal guardian.”.

6A.101 In paragraph 245ZZA(i) for “If the applicant is currently being sponsored by a Government or international sponsorship agency”, substitute “If the applicant is currently being sponsored wholly by a Government or international sponsorship agency by means of an award which covers both fees and maintenance”.

6A.102 After paragraph 245ZZA(i), insert “(j) Where the applicant is aged 16 or over, the Entry Clearance Officer must be satisfied that the applicant is a genuine student.”.

6A.103 In paragraph 245ZZB(c)(iv), after “provided that the migrant is not self employed”, insert “or engaged in business activity”.

6A.104 Delete paragraph 245ZZB(c)(v) and substitute:

“(v) no study except:

(1) study at the institution that the Confirmation of Acceptance for Studies Checking Service records as the migrant’s sponsor, unless:

(a) the migrant is studying at an institution which is a partner institution of the migrant’s sponsor; or

(b) until such time as a decision is received from the Isle of Man Immigration Office on an application which is supported by a Confirmation of Acceptance for Studies assigned by a sponsor with Tier 4 Sponsor status and which is made while the applicant has extant leave, and any appeal against that decision has been determined, the migrant is studying at the sponsor with Tier 4 Sponsor status that the Confirmation of Acceptance for Studies Checking Service records as having assigned such Confirmation of Acceptance for Studies to the migrant; or

(c) the study is supplementary study,

and

(2) study on the course, or courses where a pre-sessional is included, for which the Confirmation of Acceptance for Studies was assigned, unless the student:

(a) has yet to complete the course for which the Confirmation of Acceptance for Studies was assigned; and

(b) begins studying a new course at the sponsor institution, instead of the course for which the Confirmation of Acceptance for Studies was assigned, and the new course is at a higher or the same level as the course for which the Confirmation of Acceptance for Studies was assigned and is not a foundation course intended to prepare the student for entry to a higher education institution.”.

6A.105 After paragraph 245ZZB(c)(v) insert:

“(vi) no study at schools maintained by the Department of Education and Children.”.

6A.106 After paragraph 245ZZC(i), insert:

“(ia) Where the consent of the applicant’s parent(s) or legal guardian is required, evidence of how the applicant is related to the consenting party

must be provided with the application. One of the following original, or notarised copy, documents can be used:

- (i) a birth certificate showing the names of the applicant's parent(s),
- (ii) a certificate of adoption showing the names of the applicant's parent(s) or legal guardian, or
- (iii) a Court document naming the applicant's legal guardian.”.

6A.107 Delete paragraph 245ZZC(j) and substitute:

“(j) The applicant must be applying for leave to remain for the purpose of studies which commence within 28 days of the expiry of the applicant's current or most recent leave to enter or remain or, where the application is made in circumstances to which paragraph 39E(2) applies, within 28 days of the relevant event specified under paragraph 39E(2)(b).”.

6A.108 In paragraph 245ZZC(k), for “If the applicant is currently being sponsored by a Government or international sponsorship agency”, substitute “If the applicant is currently being sponsored wholly by a Government or international sponsorship agency by means of an award which covers both fees and maintenance”.

6A.109 After paragraph 245ZZC(l), insert: “(m) Where the applicant is aged 16 or over, the Lieutenant Governor must be satisfied that the applicant is a genuine student.”.

6A.110 In paragraph 245ZZD(c)(iv), after “provided that the migrant is not self-employed”, insert “or engaged in business activity”.

6A.111 Delete paragraph 245ZZD(c)(v) and substitute:

“(v) no study except:

(1) study at the institution that the Confirmation of Acceptance for Studies Checking Service records as the migrant's sponsor, unless:

(a) the migrant is studying at an institution which is a partner institution of the migrant's sponsor; or

(b) until such time as a decision is received from the Isle of Man Immigration Office on an application which is supported by a Confirmation of Acceptance for Studies assigned by a sponsor with Tier 4 Sponsor status and which is made while the applicant has extant leave, and any appeal against that decision has been determined, the migrant is studying at the sponsor with Tier 4 Sponsor status that the Confirmation of Acceptance for Studies Checking Service records as having assigned such Confirmation of Acceptance for Studies to the migrant; or

(c) the study is supplementary study, and
(2) study on the course, or courses where a pre-sessional is included, for which the Confirmation of Acceptance for Studies was assigned, unless the student:

(a) has yet to complete the course for which the Confirmation of Acceptance for Studies was assigned; and

(b) begins studying a new course at the sponsor institution, instead of the course for which the Confirmation of Acceptance for Studies was assigned, and the new course is at a higher or the same level as the course for which the Confirmation of Acceptance for Studies was assigned and is not a foundation course intended to prepare the student for entry to a higher education institution.”.

6A.112 After paragraph 245ZZD(c)(v) insert:

“(vi) no study at schools maintained by the Department of Education and Children.”.

Changes to Part 7

7.1 In paragraph 276ADE(1)(i) after “S-LTR.3.1.” insert “to S-LTR.4.4.”.

Changes to Part 8

8.1 After paragraph 319C(j), insert:

“(k) Where the applicant is 18 years of age or older and seeking entry clearance as the partner of a person specified below, the applicant must provide either an original or scanned copy of a criminal record certificate from the relevant authority in any country in which they have been resident for 12 months (whether continuously or in total) or more in the past 10 years, while aged 18 or over. This requirement does not need to be met where the Secretary of State is satisfied, by way of an explanation provided in or with the application, that it is not reasonably practicable for the applicant to obtain a certificate from the relevant authority.

(1) For the purposes of sub-paragraph (k), a specified person is a person who is seeking, or has been granted, entry clearance or leave to remain as a:

(a) Tier 1 (Entrepreneur) Migrant,

(b) Tier 1 (Investor) Migrant,

(c) Tier 2 (General) Migrant, and the job that the Certificate of Sponsorship Checking Service entry records that they are being sponsored to do is in one of the occupation codes listed below:

1181 - Health services and public health managers and directors

1184 - Social services managers and directors

2211 - Medical practitioners
2212 - Psychologists 2213 - Pharmacists
2214 - Ophthalmic opticians
2215 - Dental practitioners
2217 - Medical radiographers
2218 – Podiatrists
2219 - Health professionals not elsewhere classified
2221 - Physiotherapists
2222 - Occupational therapists
2223 - Speech and language therapists
2229 - Therapy professionals not elsewhere classified
2231 - Nurses
2232 - Midwives
2312 - Further education teaching professionals
2314 - Secondary education teaching professionals
2315 - Primary and nursery education teaching professionals
2316 - Special needs education teaching professionals
2317 - Senior professionals of educational establishments
2318 - Education advisers and school inspectors
2319 - Teaching and other educational professionals not elsewhere classified
2442 - Social workers
2443 - Probation officers
2449 - Welfare professionals not elsewhere classified.

(m) If the applicant has failed to provide a criminal record certificate or an explanation in accordance with sub-paragraph (k), the decision maker may contact the applicant or his representative in writing, and request the certificate(s) or explanation. The requested certificate(s) or explanation must be received at the address specified in the request within 28 calendar days of the date of the request.”.

Changes to Part 9

9.1 Delete paragraph 320(2A).

- 9.2 In paragraph 320(3), after “nationality”, insert, “save that the document does not need to establish nationality where it was issued by the national authority of a state of which the person is not a national and the person’s statelessness or other status prevents the person from obtaining a document satisfactorily establishing the person’s nationality”
- 9.3 In paragraph 320(7B) for sub-paragraph (i) substitute:
“(i) overstayed for-
(a) 90 days or less, where the overstaying began before 8 June 2017: or
(b) 30 days or less, where the overstaying began on or after 8 June 2017
and in either case, left the Isle of Man and UK voluntarily, not at the expense (directly or indirectly) of the Lieutenant Governor;”
- 9.4 After paragraph 320(7B), insert:
“320(7BB). For the purposes of calculating the period of overstaying in paragraph 320(7B)(i), the following will be disregarded:
(a) overstaying of up to 28 days, where, prior to 8 June 2017, an application for leave to remain was made during that time, together with any period of overstaying pending the determination of that application and any related appeal;
(b) overstaying in relation to which paragraph 39E of the Immigration Rules (concerning out of time applications made on or after 8 June 2017) applied, together with any period of overstaying pending the determination of any related appeal;
(c) overstaying arising from a decision of the Lieutenant Governor which is subsequently withdrawn, quashed, or which the Court or Tribunal has required the Lieutenant Governor to reconsider in whole or in part, unless the challenge to the decision was brought more than three months from the date of the decision.”.
- 9.5 Delete paragraph 320(20) and substitute:
“(20) failure by a person seeking entry into the Isle of Man to comply with a requirement relating to the provision of physical data to which he is subject by regulations made under section 126 of the Nationality, Immigration and Asylum Act 2002.”.
- 9.6 In paragraph 320(22), delete “£1000” and substitute “£500”.
- 9.7 In paragraph 322(12), delete “£1000” and substitute “£500”.

Changes to Part 12

- 12.1 Delete paragraph IOM353A.

Changes to Appendix A

- A1. In paragraph 5(a)(i), for “the UK Border Agency”, substitute “the Home Office”.
- A2. Delete paragraph 5(f) and substitute:
“(f) The number of endorsements available for each Designated Competent Body to endorse Tier 1 (Exceptional Talent) applicants in a particular period, will be reduced by one for:
(i) each applicant that body endorses in that period for the purpose of applying to be deemed a highly skilled person under the Accession of Croatia (Immigration and Worker Authorisation) Regulations 2013; and
(ii) each applicant that body endorses in that period for the purpose of applying for entry clearance, leave to enter or leave to remain in the Isle of Man.”.
- A3. In paragraph 6, for “the UK Border Agency”, in both places it occurs, substitute “the Home Office”.
- A4. In paragraph 6A(b)(i) for “(who must be either a fully qualified chartered accountant or a certified accountant who is a member of a registered body in the UK or Isle of Man)” substitute:
“(who must be either a fully qualified chartered accountant or a certified accountant who is a member of a registered body in the UK or Isle of Man who holds a valid licence to practise or practising certificate)”.
- A5. Delete paragraph 14-SD(e) and substitute:
“(e) Where an academic qualification is awarded by an educational establishment outside the UK and Isle of Man the applicant must, in addition to the document or documents in (a), provide an original letter or certificate from UK NARIC confirming the equivalency of the level of his qualification to the relevant qualification in the UK.”.
- A6. Delete paragraph 14-SD(f) and substitute:
“(f) Where a professional or vocational qualification is awarded by a body outside the UK and Isle of Man, the applicant must, in addition to the document or documents in (a), provide an original letter from the appropriate UK professional body confirming the equivalence to UK academic levels of his qualification, which clearly shows:
(1) the name of the qualification, including the country and awarding body, and
(2) confirmation of which UK academic level this qualification is equivalent to.”.

- A7. In paragraph 15, after “an academic qualification” insert “awarded by an educational establishment outside the UK and Isle of Man”.
- A8. In paragraph 16, after “vocational and professional qualifications”, insert “awarded by a body outside the UK and Isle of Man”.
- A9. In paragraph 19(g)(i) delete “.” and add “, and must have a valid licence to practise or practising certificate.”.
- A10. In paragraph 37(a), delete “, a Businessperson or an Innovator”.
- A11. In paragraph 37(b), delete “, a Businessperson or an Innovator”.
- A12. In Table 4 at entry (b)(i) for “capitalist” substitute “capital”.
- A13. In paragraph (d)(iii)(1) in Table 4, for “director of a new or an existing business”, substitute “director of a new or an existing company or as a member of a new or an existing limited liability partnership”.
- A14. In paragraph 41(a)(ii)(2)(b) for “;” substitute “, or”.
- A15. After paragraph 41(a)(ii)(2)(b) insert:
“(c) a letter from one or more Entrepreneurial Seed Funding Competitions or one or more Isle of Man Government Departments, as specified in paragraph 41-SD(c)(iii) as evidence of the source of those funds,”.
- A16. Delete paragraph 41-SD(c)(ii) and substitute:
“(ii) For money held in the Isle of Man only, recent personal bank or building society statements, with the most recent statement being dated no earlier than 31 days before the date of the application, and which, unless paragraph 41(a)(ii)(2) applies, must cover a consecutive 90 day period of time, from each Isle of Man financial institution holding the funds, which confirms the amount of money available. Each statement must satisfy the following requirements:
(1) the statements must be original documents and not copies;
(2) the bank or buildings society holding the money must be based in the Isle of Man and regulated by the Financial Services Authority;
(3) the money must be in cash in the account, not Individual Savings Accounts or assets such as stocks and shares;
(4) the account must be in the applicant’s own name only (or both names for an entrepreneurial team), not in the name of a business or third party;
(5) each statements must be on the institution’s official stationary showing the institution’s name and logo, and confirm the applicant’s name (and, where relevant, the applicant’s entrepreneurial team partner’s name), the account number and the date of the statement;

(6) each statement must have been issued by an authorised official of that institution; and

(7) if the statements are printouts of electronic statements, they must either be accompanied by a supporting letter from the bank, on the bank's headed paper, confirming the authenticity of the statements, or bear the official stamp of the bank in question on each page of the statement; or”.

A17. For paragraph 41-SD(c)(iii)(1) substitute:

“(1) an accountant, who is not the applicant, and who has a valid licence to practise or practising certificate, and who is a member of the Institute of Chartered Accountants in England and Wales, the Institute of Chartered Accountants in Scotland, the Institute of Chartered Accountants in Ireland, the Association of Chartered Certified Accountants, the Association of Authorised Public Accountants, the Chartered Institute of Public Finance and Accountancy, the Institute of Financial Accountants, the Chartered Institute of Management Accountants, the Association of International Accountants or the Association of Accounting Technicians (AAT), or”.

A18. At the end of paragraph 41-SD(c)(iii)(2)b. for “.” Substitute “, or”.

A19. After paragraph 41-SD(c)(iii)(2) insert:

“(3) in the case of money available from Seed Funding Competition endorsed by the Department of Economic Development only, an authorised official of the Seed Funding Competition.”.

A20. In paragraph 41-SD(e)(ii), for “skilled to National Qualifications Framework level 4 or above, as stated in”, substitute “shown in Table 3 of”.

A21. For paragraph 41-SD(e)(v)(1), substitute: “(1) if claiming points for being self-employed, evidence to demonstrate that he has registered with the Isle of Man Income Tax Division, or”.

A22. For paragraph 41-SD(e)(v)(2)(a), substitute:

“(a) if claiming points for being a director of a Isle of Man company or member of a Isle of Man limited liability partnership at the time of his application, a printout from Companies Registry of the company's filing history page and a Current Appointment Report, listing the applicant as a director of that company or member of that limited liability partnership that is actively trading (and not dormant, or struck-off, or dissolved or in liquidation), and showing the date of his appointment as a director of that company or member of that limited liability partnership; and”.

A23. For paragraph 41-SD(e)(v)(2)(b), substitute:

“(b) if claiming points for being a director of a Isle of Man company or member of a Isle of Man limited liability partnership other than the company

or limited liability partnership referred to in (_a) above at any time before the date of his application, a printout from Companies Registry of the applicant's appointment history, showing that the applicant has been a director of a company or member of a limited liability partnership continuously during the period for which he wishes to score points, as well as a printout of the company or limited liability partnership's filing history page.”.

A24. At the end of paragraph 41-SD(e)(v) insert:

“The evidence at (1) and (2) above must cover (either together or individually) a continuous period commencing before 11 July 2014 or 6 April 2015 (as appropriate), and ending on a date no earlier than three months before the date of his application: and”.

A25. For paragraph 41-SD(e)(vi), substitute:

“(vi) the following evidence that the applicant's business has business premises in the Isle of Man:

(1) if the applicant is self-employed, evidence of his registration with the Isle of Man Income Tax Division to show that the business is based in the Isle of Man, or

(2) if the applicant is a director of a company or member of a limited liability partnership, a printout of a Companies Registry document showing the address of the registered office in the Isle of Man, or head office in the Isle of Man if it has no registered office, and the applicant's name, as it appears on the application form, as a director or member, and”.

A26. For paragraph 41-SD(e)(vii)(2), substitute:

“(2) if the applicant is currently a director of a company, or member of a partnership, a business bank statement from a Isle of Man account which shows business transactions, or a letter from the Isle of Man bank in question, on its headed paper, confirming that the company or partnership has a bank account, that the applicant is a signatory of that account, and that the company or partnership uses that account for the purposes of his business, and”.

A27. After paragraph 41-SD(e)(vii), insert:

“(viii) the following evidence that the business is subject to Isle of Man taxation:

(1) if the applicant is self-employed as a sole trader or a member of a Isle of Man partnership, Isle of Man Income Tax Division evidence that he is making tax returns, or

(2) if the applicant is a director of a Isle of Man company, the company must be registered for corporation tax and the applicant must provide

documentation from Isle of Man Income Tax Division which confirms this.

and, where evidence is provided in relation to a company or limited liability partnership, it must relate to a company or limited liability partnership that is actively trading and not dormant, struck-off, dissolved, or in liquidation.”.

- A28. In row 2, paragraph (b) of Table 5, for “director of a new or an existing business”, substitute “director of a new or an existing company, or member of a new or an existing limited liability partnership”.
- A29. In row 3, paragraph (b) of Table 5, for “new or an existing business”, substitute “new or an existing company or member of a new or an existing limited liability partnership”.
- A30. In row 2 of Table 6, for paragraph (i)(b), substitute:
“(b) registered with Companies Registry as a director of a new or an existing company or as a member of a new or existing limited liability partnership, and”.
- A31. In row 2 of Table 6, for paragraph (ii)(b), substitute:
“(b) registered with Companies Registry as a director of a new or an existing company or as a member of a new or an existing limited liability partnership, and”.
- A32. In row 4 of Table 6, delete “, as a Businessperson, of which the most recent period must have been spent with leave as a Tier (1) (Entrepreneur) Migrant”.
- A33. In paragraph 46-SD(a)(ii) after “who is” insert “not the applicant and who has a valid licence to practice or practising certificate, and who is”.
- A34. In paragraph 46-SD(a)(vi)(2) after “The accountant must” insert “not be the applicant, must”.
- A35. In paragraph 46-SD(b)(4) for “copy” substitute “printout”.
- A36. In paragraph 46-SD(b)(4) after “register of members” insert “from Companies Registry”.
- A37. In paragraph 46-SD(b)(5) after “the name of the accountant,” insert “who must not be the applicant,”.
- A38. In paragraph 46-SD(c)(i)(2), after “If the applicant is a director” insert “of an Isle of Man company or member of an Isle of Man limited liability partnership, a”.
- A39. In paragraph 46-SD(c)(i)(2), after “appears on the application form, as a director” insert “or member”.
- A40. For paragraph 46-SD(c)(ii)(2), substitute:

“(2) If the applicant is a director of an Isle of Man company, or member of an Isle of Man partnership, a business bank statement from an Isle of Man account which shows business transactions, or a letter from the Isle of Man bank in question, on its headed paper, confirming that the company or partnership has a bank account, that the applicant is a signatory of that account, and that the company or partnership uses that account for the purposes of his business, and”.

A41. For paragraph 46-SD(c)(iii), substitute:

“(iii) Evidence that the business is subject to Isle of Man taxation:

(1) if the applicant is self-employed as a sole trader or a member of a Isle of Man partnership, Isle of Man Income Tax Division evidence that he is making tax returns, or

(2) if the applicant is a director of a Isle of Man company, the company must be registered for corporation tax and the applicant must provide documentation from Isle of Man Income Tax Division which confirms this.”.

A42. In paragraph 46-SD(f), after “Table 5” insert “or Table 6”, for “applies” substitute “apply” and after “Tier 1 (Entrepreneur) Migrant,” insert “and points were awarded from Table 4,”.

A43. For paragraph 46-SD(f)(i), substitute: “(i) If the applicant was self-employed, he must provide evidence of his registration with Isle of Man Income Tax Division; or”.

A44. For paragraph 46-SD(f)(ii), substitute:

“(ii) If the applicant was a director of a new or existing company or member of a new or existing limited liability partnership, he must provide a printout from Companies Registry of the company’s filing history page and of the applicant’s personal appointments history, showing the date of his appointment as a director of that company or member of that limited liability partnership, which must be no more than 8 months after the specified date in the relevant table.”.

A45. For paragraph 46-SD(g), substitute:

“(g) The applicant must provide one of the following specified documents as evidence of his current registration as self-employed, as a director of a company or as a member of a limited liability partnership which must demonstrate that he was still registered three months before the date of his application:

(i) If the applicant is claiming points for being self-employed, evidence to demonstrate that he is registered as self-employed with Isle of Man Income Tax Division,

(ii) If the applicant is claiming points for currently being a director of a Isle of Man company or member of a Isle of Man limited liability partnership, he must provide a printout of a Current Appointment Report from Companies Registry, dated no earlier than three months before the date of the application, listing the applicant as a director of the company or member of the limited liability partnership, and confirming the date of his appointment. The company or limited liability partnership must be actively trading and not struck-off, or dissolved or in liquidation on the date that the printout was produced.”.

A46. For paragraph 46-SD(h)(iv), substitute:

“(iv) copies of any of the following documents which demonstrate that each employee has settled status in the Isle of Man:

(1) A British passport, which shows the biometric data page containing the photograph and personal details of the employee;

(2) A birth certificate, which demonstrates the employee was born in the Isle of Man or UK and Colonies before 1 January 1983;

(3) If the employee was born in the Isle of Man or UK on or after 1 January 1983, a birth certificate, together with documentation, such as a passport or naturalisation certificate, which confirms one of their parents had settled status in the Isle of Man and UK at the date the employee was born, and additionally, if the parent is the father of the employee, a marriage certificate to the mother;

(4) If the employee is an EEA national, the biometric data page of a passport containing their photograph and personal details, or a UK/Isle of Man registration certificate/permanent residence document;

(5) If the employee is the spouse of an EEA national, the biometric data page of a passport containing their photograph and personal details, or a residence card, and any of the documents listed above in subparagraph (4) which relate to the EEA national, together with a marriage certificate to the EEA national; or

(6) If the worker is an overseas national with settled status in the Isle of Man, the biometric data page of a passport containing their photograph and personal details, and the pages where a UK or Isle of Man Government stamp or an endorsement appear, or a biometrics residence permit, or official documentation from the Home Office or

Isle of Man Government which confirms their settled status in the UK or Isle of Man; and”.

A47. For paragraph 46-SD(h)(v), substitute:

“(v) if the applicant was a director of a company or member of a limited liability partnership, a printout from Companies Registry of the company’s filing history page and of the applicant’s personal appointments history, and showing the date of his appointment as a director of that company or member of that partnership, to confirm that he was a director of the company, or member of the partnership, that employed the settled worker at the time that the settled worker was employed; or”.

A48. For paragraph 46-SD(h)(viii), substitute:

“(viii) if the applicant took over or joined a business, he must provide an original letter from an accountant who is not the applicant, who has a valid licence to practice or practising certificate and who is a member of the Institute of Chartered Accountants in England and Wales, the Institute of Chartered Accountants in Scotland, the Institute of Chartered Accountants in Ireland, the Association of Chartered Certified Accountants, the Association of Authorised Public Accountants, the Chartered Institute of Public Finance and Accountancy, the Institute of Financial Accountants, the Chartered Institute of Management Accountants, the Association of International Accountants or the Association of Accounting Technicians (AAT), which contains:

- (1) the name and contact details of the business,
- (2) the applicant’s status in the business,
- (3) the number of posts created in the business and the hours worked,
- (4) the dates of the employment created,
- (5) the registration or permission of the accountant to operate in the United Kingdom,
- (6) the date that the accountant created the letter on the applicant’s behalf,
- (7) if the business did not employ workers before the applicant took over or joined it, confirmation of this, and
- (8) confirmation that the accountant will verify the contents of the letter to the Isle of Man Immigration Office on request.”.

A49. Delete paragraph 49 and substitute:

“49. A full time job is one involving at least 30 hours of work a week. Two or more part time jobs that add up to 30 hours a week will count as one full time

job, and may score points in Tables 5 and 6, if both jobs exist for at least 12 months. However, one full time job of more than 30 hours work a week will not count as more than one full time job. If jobs are being combined, the employees being relied upon must be clearly identified by the applicant in their application. Jobs that have existed for less than 12 months cannot be combined together to make up a 12 month period.”.

- A50. In paragraph 50, for “This need not consist of 12 consecutive months and the jobs need not exist at the date of application, provided they existed for at least 12 months during the period in which the migrant had leave as a Tier 1 (Entrepreneur) Migrant.” substitute:

“A single job need not consist of 12 consecutive months (for example it could exist for 6 months in one year and 6 months the following year) providing it is the same job (different jobs that have existed for less than 12 months cannot be combined together to make up a 12 month period) and the jobs need not exist at the date of application, provided they existed for at least 12 months during the period in which the migrant had leave as a Tier 1 (Entrepreneur) Migrant.”.

- A51. In paragraph 56(b)(i), delete “, or as an Investor,”.
- A52. In paragraph 56(b)(ii), delete “, or as an Investor”.
- A53. In row 3 of Table 8B, for “; or (ii) The migrant has, or was last granted, entry clearance, leave to enter or leave to remain as an Investor.”, substitute “.”
- A54. In row 3 of Table 9B, delete “and/or as an Investor, of which the most recent period must have been spent with leave as a Tier 1 (Investor) Migrant”.
- A55. In paragraph 61A(i), delete “an Investor or”.
- A56. In paragraph 64-SD(c) after “the accountant must” insert “have a valid licence to practise or practising certificate and must:”.
- A57. In paragraph 65-SD(a)(vii) after “The accountant must” insert “have a valid licence to practise or practising certificate and must”.
- A58. Delete paragraph 65-SD(b).
- A59. In paragraph 70(c)(vi), delete “current”.
- A60. For paragraph 70(c)(ix) substitute:
“(ix) the name and contact details (telephone number, email and workplace address) of (1) the authorising official of the endorsing body, and (2) an administrative contact (e.g. secretary) at the endorsing body,”.
- A61. After paragraph 71 insert:

“72. (a) In cases other than those in paragraph 71, points will only be awarded for a degree qualification if the applicant provides the following specified documents:

(i) The original certificate of award of the qualification, which clearly shows the:

- (1) applicant’s name,
- (2) title of the award,
- (3) date of the award, and
- (4) name of the awarding institution, or

(ii) if:

- (1) the applicant is awaiting graduation having successfully completed his degree, or
- (2) the applicant no longer has the certificate and the institution who issued the certificate is unable to produce a replacement, an original academic reference from the institution that is awarding, or has awarded, the degree together with an original academic transcript, unless (d) applies.

(b) The academic reference referred to in (a)(ii) must be on the official headed paper of the institution and clearly show the:

- (1) applicant’s name,
- (2) title of award,
- (3) date of award, confirming that it has been or will be awarded, and
- (4) either the date that the certificate will be issued (if the applicant has not yet graduated) or confirmation that the institution is unable to re-issue the original certificate or award.

(c) The academic transcript referred to in (a)(ii) must be on the institution’s official paper and must show the:

- (1) applicant’s name,
- (2) name of the academic institution,
- (3) course title, and
- (4) confirmation of the award.

(d) If the applicant cannot provide his original certificate for one of the reasons given in (a)(ii) and is claiming points for a qualification with a significant research bias, such as a doctorate, an academic transcript is not

required, providing the applicant provides an academic reference which includes all the information detailed in (b) above.

(e) Where the degree is a qualification awarded by an educational establishment outside the UK and Isle of Man, the applicant must in addition to the document or documents in (a), provide an original letter or certificate from UK NARIC confirming the equivalency of the level of his qualification to the relevant qualification in the UK.”.

- A62. In paragraph 74A(f) delete “or a Qualifying Work Permit Holder”.
- A63. In paragraph 74B(a)(i), for “skilled to National Qualifications Framework level 6 or above, as stated in”, substitute “shown in Table 2 of”.
- A64. In paragraph 74B(a)(ii), for “National Qualifications Framework”, substitute “Regulated Qualifications Framework”.
- A65. In paragraph 74B(b)(ii), for “between 6 June 2011 and 1st October 2012 date]” substitute “before 13 June 2012”.
- A66. For paragraph 74B(b)(iii), for substitute:
“(iii) the job that the Certificate of Sponsorship Checking Service entry records that the person is being sponsored to do appears on the list of occupations shown in Table 3 of the codes of practice in Appendix J.”.
- A67. Delete paragraph 74B(c).
- A68. For paragraph 74B(d)(iii) to (iv), substitute:
“(iii) the occupation fails to meet the required skill level in (a) to (c) above solely due to reclassification within the SOC system by the Office for National Statistics.”.
- A69. In paragraph 74C(a), for “either the Short Term Staff or Long Term Staff subcategories”, substitute “the Long Term Staff sub-category, and the gross annual salary (including such allowances as are specified as acceptable for this purpose in paragraph 75 of this Appendix) is below £73,900”.
- A70. In paragraph 74C(a)(ii), for “7 working days”, substitute “10 business days”.
- A71. For paragraph 74C(b) substitute:
“(b) Throughout the 12 months referred to in paragraph (a)(i) above, the applicant must have been working outside the Isle of Man and UK for a business established outside the territories of the Isle of Man and UK which is linked by common ownership or control to the Sponsor.”.
- A72. In paragraph 74C-SD(a)(i) for the text after “covering” substitute:
“:
(1) the full specified period, and

- (2) the period covered by the applicant’s most recent payslip (if this is not included in the above), which must be dated no earlier than 31 days before the date of the application;”.
- A73. In paragraph 74C-SD(a)(ii) for “full specified period (The most recent payslip must be dated no earlier than 31 days before the date of the application),” substitute “time periods in (i)(1) and (2) above,”.
- A74. In paragraph 74C-SD(a)(iii) for “full specified period” substitute “time periods in (i)(1) and (2) above”.
- A75. In paragraph 74C-SD(a)(iii)(5) delete “covering the full specified period”.
- A76. In paragraph 74C-SD(a)(iv) after “pass book” insert “covering the time periods in (i)(1) and (2) above”.
- A77. In paragraph 74C-SD(a)(iv)(4) delete “covering the full specified period”.
- A78. In paragraph 74D(b) delete “beginning 6 June 2011 and ending 5 June 2012” and substitute “beginning 6 April and ending 5 April each year”.
- A79. In paragraph 74D(c), for “7 working days”, substitute “10 business days”.
- A80. Delete paragraph 74E.
- A81. In paragraph 74H(a), for “in either of the Short Term Staff or Long Term Staff subcategories”, substitute “ in the Long Term Staff sub-category”.
- A82. In paragraph 74I for “28 calendar days” substitute “10 business days”.
- A83. For paragraph 75, substitute:
- “75. (a) The following items only will be taken into account to calculate the appropriate salary:
- (i) Guaranteed gross basic pay,
 - (ii) Subject to paragraph (c), allowances which are guaranteed to be paid for the duration of the applicant’s employment in the Isle of Man and which:
 - (1) would be paid to a local settled worker in similar circumstances, or
 - (2) are paid as a mobility premium or to cover the additional cost of living in the Isle of Man.
- (b) The following items will not be taken into account to calculate the appropriate salary:
- (i) Any allowances other than those specified in (a)(ii) above,

- (ii) One-off payments, such as those associated with the cost of relocation, which do not form part of the applicant’s regular salary package,
 - (iii) Payments which cannot be guaranteed, such as bonus or incentive related pay,
 - (iv) Overtime payments, whether or not overtime is guaranteed,
 - (v) Payments to cover business expenses, including (but not limited to) training, travel to and from the sending country, hotels and business travel within the UK,
 - (vi) Any payments for which the applicant will need to reimburse the sponsor or a linked overseas business,
 - (vii) Employer pension contributions,
 - (viii) Medical benefits,
 - (ix) Payment of any tuition fees, or
 - (x) The value of any shares which the applicant has obtained in exchange for some of their Isle of Man employment rights as an employee-owner.
- (c) Where allowances are solely for the purpose of accommodation, they will only be included up to a value of:
- (i) 30% of the total salary package for which points are being awarded, where the applicant is applying in the Long Term Staff sub-category, or
 - (ii) 40% of the total salary package for which points are being awarded, where the applicant is applying in the Graduate Trainee sub-category.”.

A84. For paragraph 75A substitute:

“75A. No points will be awarded if the salary referred to in paragraph 75 above is less than the minimum amount shown in Table 11AA.”

Table 11AA

Circumstance	Minimum Salary
The applicant is applying in the Long Term Staff sub-category (and the exception below does not apply).	£41,500 per year or the appropriate rate for the job as stated in Appendix J, whichever is higher.
The applicant is applying for leave to remain in the Long Term Staff sub-category and:	The appropriate rate for the job as stated in Appendix J.

<p>(i) previously had leave as a Work Permit Holder or a Tier 2 (Intra-Company Transfer) Migrant under the rules in place before 6 April 2011; and</p> <p>(ii) has not been granted entry clearance in this or any other route since the grant of leave in (i).</p>	
<p>The applicant is applying in the Graduate Trainee sub-category.</p>	<p>£23,000 per year or the appropriate rate for the job as stated in Appendix J, whichever is higher.</p>

”.

- A85. Delete paragraphs 75B and 75C.
- A86. In paragraph 75D, for “£8 per hour be considered to have a salary of £19,968 (8x48x52) and not £25,960 (8x60x52)”, substitute “£14 per hour will be considered to have a salary of £34,944 (14x48x52) and not £43,680 (14x60x52)”.
- A87. In paragraph 77C(g)(2), delete “or a Qualifying Work Permit Holder”.
- A88. In paragraph 77C(g)(3), delete “or Work Permit document”.
- A89. In paragraph 77E(a)(i), for “skilled to National Qualifications Framework level 6 or above, as stated in”, substitute “shown in Table 2 of”.
- A90. In paragraph 77E(a)(ii), for “National Qualifications Framework”, substitute “Regulated Qualifications Framework”.
- A91. In paragraph 77E(b), delete “is skilled to National Qualifications Framework level 4 or above, and”.
- A92. In paragraph 77E(c)(ii), delete “or a Qualifying Work Permit Holder”.
- A93. In paragraph 77E(c)(iii), omit “or Work Permit” in both places.
- A94. In paragraph 77E(d)(ii), for “between 6 April 2011 and 13 June 2012” substitute “before 13 June 2012”.
- A95. In paragraph 77E(d)(iii), for “skilled to National Qualifications Framework level 4 or above, as stated in”, substitute “shown in Table 3 of”.
- A96. Delete paragraph 77E(e).
- A97. For paragraph 77E(f)(iii) to (iv), substitute:
“(iii) the occupation fails to meet the required skill level in (a) to (e) above solely due to reclassification within the SOC system by the Office for National Statistics.”.

A98. In paragraph 77J for “28 calendar days” substitute “10 business days”.

A99. After paragraph 77J insert:

“77K. No points will be awarded for a Certificate of Sponsorship if the Certificate of Sponsorship Checking Service entry records that the applicant is being sponsored in the occupation code “2231 Nurses” or “2231 Midwives” unless:

(a) the applicant has:

- (i) obtained full registration with the Nursing and Midwifery Council; or
- (ii) passed the Nursing and Midwifery Council’s Computer Based Test of competence, or
- (iii) obtained a Nursing and Midwifery Council permission before 30 April 2015 to undertake the Overseas Nursing Programme, and be sponsored to undertake supervised practice as part of the programme in a placement which has been approved by the Nursing and Midwifery Council,

and the applicant provides evidence from the Nursing and Midwifery Council of the above; and

(b) where (a)(ii) or (a)(iii) applies, the sponsor confirms that once the applicant achieves Nursing and Midwifery Council registration, it will continue to sponsor the applicant as a nurse or midwife, and will pay the applicant at least the appropriate rate for a Band 5 and equivalent nurse or midwife, as stated in Appendix J; and

(c) where (a)(ii) applies, the sponsor also confirms that:

- (i) the applicant will sit an Observed Structured Clinical Examination (OSCE) to obtain Nursing and Midwifery Council registration no later than 3 months after the stated employment start date; and
- (ii) the applicant will cease to be sponsored if full Nursing and Midwifery Council registration is not achieved within 8 months of the stated employment start date (or, if the applicant is applying for leave to remain and was last granted leave as a Tier 2 Migrant to work as a nurse or midwife, within 8 months of the start date of that previous employment).”.

A100. In paragraph 78(a) after “the Sponsor has advertised (or had advertised on its behalf) the job” insert “, at the Isle of Man JobCentre and at least one other”.

A101. In paragraph 78(c) delete “(or Welsh if the job is based in Wales)”.

- A102. In paragraph 78(d), for “PhD-level occupation listed in Appendix J”, substitute “PhD-level occupation shown in Table 1 of the codes of practice in Appendix J”.
- A103. In row 1 of Table 11B, for “At least one of the following websites: - www.jobs.ac.uk, - www.milkround.com, - www.prospects.ac.uk, or - www.targetjobs.co.uk and”, substitute “at least one prominent graduate recruitment website, which does not charge a fee to jobseekers to view job advertisements or to apply for jobs via those advertisements,”.
- A104. In row 1 of Table 11B after the word “applicant” insert “provided the applicant was offered the job within 12 months of the end of the recruitment exercise cited”.
- A105. In row 2 of Table 11B, delete “(or one medium if the job was advertised before 6 April 2013)”.
- A106. In row 3 of Table 11B, for “as listed in Appendix J”, substitute “shown in Table 1 of Appendix J”.
- A107. In row 3 of Table 11B, delete “(or one medium if the job was advertised before 6 April 2013)”.
- A108. In row 4 of Table 11B, for “£72,500 per year (or £71,600 per year if the job was advertised before date of commencement” substitute “£73,900 per year (or £72,500 per year if the job was advertised before 6 April 2017)”.
- A109. In row 4 of Table 11B, delete “(or one medium if the job was advertised before 6 April 2013)”.
- A110. In Row 6 of Table 11B delete “for jobs based in England, Scotland or Wales, or JobCentre Online for jobs based in Northern Ireland”.
- A111. Delete row 7 of Table 11B starting “Positions in the NHS”.
- A112. In the new row 7 of Table 11B delete “for jobs based in England, Scotland or Wales, or JobCentre Online for jobs based in Northern Ireland”.
- A113. In row 3 of Table 11C, delete “for jobs based in England, Scotland or Wales”, delete “for jobs based in Northern Ireland” and for “professional or recruitment organisation”, substitute “professional recruitment organisation”.
- A114. At the end of paragraph 78A(a) after “Appendix K,” insert “and must not be in the occupation code “2231 Nurses”,”.
- A115. For paragraph 78B(b), substitute:
“(b) the applicant must have, or have last been granted, entry clearance, leave to enter or leave to remain as:
(1) a Tier 1 (Graduate Entrepreneur) Migrant,
(2) a Tier 1 (Post-Study Work) Migrant, or

(3) a Tier 4 Migrant, and”.

A116. In paragraph 78B(c), for “(4) to (11) apply”, substitute “(3) applies”.

A117. In paragraph 78C(a), for ““£155,300 (or £153,500, if the recruitment took place before Date of Commencement)”, substitute “£159,600 (or £155,300, if the recruitment took place before 6 April 2017)”.

A118. For paragraphs 78D(b) to (d), substitute:

“(b) the applicant must have, or have last been granted, entry clearance or leave to remain as a Tier 2 (General) Migrant,

(c) the Sponsor must be the same employer as on the previous Tier 2 (General) application that was granted,

(d) the job that the Certificate of Sponsorship Checking Service entry records the applicant as having been engaged to do must be the same occupation in respect of which the Certificate of Sponsorship that led to the previous grant was issued (unless the occupation has changed solely due to reclassification within the SOC system by the Office for National Statistics), and”.

A119. For paragraph 79, substitute:

“79. (a) The following items only will be taken into account to calculate the appropriate salary:

(i) Guaranteed gross basic pay, and

(ii) Guaranteed allowances which will be paid for the duration of the applicant’s employment in the Isle of Man and would be paid to a local settled worker in similar circumstances.

(b) The following items will not be taken into account to calculate the appropriate salary:

(i) Any allowances other than those specified in (a)(ii) above,

(ii) One-off payments, such as those associated with the cost of relocation, which do not form part of the applicant’s regular salary package,

(iii) Payments which cannot be guaranteed, such as bonus or incentive related pay,

(iv) Overtime payments, whether or not overtime is guaranteed,

(v) Payments to cover business expenses, including (but not limited to) training, travel to and from the sending country, hotels and business travel within the UK,

(vi) Any payments for which the applicant will need to reimburse the sponsor or any linked overseas business,

- (vii) Employer pension contributions,
- (viii) Medical benefits,
- (ix) Payment of any tuition fees, or
- (x) The value of any shares which the applicant has obtained in exchange for some of their Isle of Man employment rights as an employee-owner.”.

A120. For paragraph 79A substitute:

“79A. No points will be awarded if the salary referred to in paragraph 79 above is less than the minimum amount shown in the Table 11CA below:

Table 11CA

Circumstances	Minimum Salary
None of the exceptions below apply	£30,000 per year or the appropriate rate for the job as stated in Appendix J, whichever is higher
<p>The applicant is considered to be a “new entrant” due to one of the following:</p> <ul style="list-style-type: none"> (i) he is exempt from the Resident Labour Market Test due to the post-study work provisions in paragraph 78B above, (ii) his Sponsor satisfied the Resident Labour Market Test under the provisions for “new graduate jobs or internships” in the first row of Table 11B above, or (iii) he was under the age of 26 on the date the application was made <p>And, in all cases, the applicant is not applying for a grant of leave that would extend his total stay in Tier 2 and/or as a Work Permit Holder beyond 3 years and 1 month.</p>	£20,800 per year or the appropriate rate for the job as stated in Appendix J, whichever is higher
The job is one of the following	£20,800 per year or the

<p>public service occupations:</p> <ul style="list-style-type: none"> • 2217 Medical Radiographers • 2231 Nurses • 2314 Secondary education teaching professionals – subject teachers in maths, physics, chemistry, computer science and Mandarin only • 3213 Paramedics <p>And the Certificate of Sponsorship was assigned to the applicant before 1 July 2019.</p>	<p>appropriate rate for the job as stated in Appendix J, whichever is higher</p>
<p>The applicant is applying for leave to remain and:</p> <p>(i) previously had leave as a Tier 2 (General) migrant on the basis of a Certificate of Sponsorship which was assigned to the applicant before 8 June 2017; and</p> <p>(ii) has not been granted entry clearance in this or any other route since the grant of leave in (i).</p>	<p>£20,800 per year or the appropriate rate for the job as stated in Appendix J, whichever is higher</p>

”.

A121. Delete paragraph 79B.

A122. In paragraph 79C, for “£8 per hour be considered to have a salary of £19,968 (8x48x52) and not £25,960 (8x60x52)”, substitute “£10 per hour will be considered to have a salary of £24,960 (10x48x52) and not £31,200 (10x60x52)”.

A123. In paragraph 89(b)(2), for “a Tier 2 (Minister of Religion) Migrant, a Minister of Religion, Missionary or Member of a Religious Order”, substitute “a Tier 2 (Minister of Religion) Migrant”.

A124. In paragraph 89(b)(3), delete “or, in the case of an applicant whose last grant of leave was as a Minister of Religion, Missionary or Member of a Religious Order, the same employer for whom the applicant was working or stated he was intending to work when last granted leave”.

A125. After paragraph 90, insert:

"90A. The application for entry clearance or leave to remain must have been made no more than 3 months before the start of the employment as stated on the Certificate of Sponsorship."

A126. In paragraph 97(b)(2), delete "or a Qualifying Work Permit Holder".

A127. In paragraph 97(b)(3), delete "or Work Permit document".

A128. After paragraph 98, insert:

"98A. The application for entry clearance or leave to remain must have been made no more than 3 months before the start of the employment as stated on the Certificate of Sponsorship."

A129. In paragraph 109A(c) delete "and".

A130. In paragraph 109A(d), delete "or a Qualifying Work Permit Holder." and substitute", and".

A131. After paragraph 109A(d) insert: "(e) where the Certificate of Sponsorship records more than one individual engagement, a period of no more than 14 days intervenes between each successive engagement."

A132. For paragraph 111(b)(ii), substitute:

"(ii) the job appeared on the shortage occupation list in Appendix K at the time the Certificate of Sponsorship was assigned to the applicant, or
(iii) where neither (i) nor (ii) apply, the Sponsor has otherwise taken into account the needs of the resident labour market in that field, and the work could not be carried out by a suitable settled worker."

A133. In paragraph 111(e)(iii), for "National Qualifications Framework", substitute "Regulated Qualifications Framework".

A134. In paragraph 111(e)(iii), for "Lifelong Learning Programme", substitute "Erasmus+ programme".

A135. At paragraph 115 in Table 16 delete "Visa Letter" and substitute "Confirmation of Acceptance for Studies".

A136. At paragraph 116 in each place it occurs for "Visa Letter" and substitute "Certificate of Acceptance for Studies".

A137. At paragraph 117 in the introductory wording for "Visa Letter" and substitute "Certificate of Acceptance for Studies".

A138. At paragraph 117(a) delete "Visa Letter" and substitute "Certificate of Acceptance for Studies".

A139. At paragraph 117(b) delete "Visa Letter" and substitute "Certificate of Acceptance for Studies".

- A140. At paragraph 118 in the introductory wording delete “Visa Letter” and substitute “Certificate of Acceptance for Studies”.
- A141. In paragraph 118(a), for “the applicant supplies, as evidence of previous qualifications, the specified documents, as set out in paragraph 120-SD(a),”, substitute “the applicant supplies, as evidence of previous qualifications, one or more of the specified documents set out in paragraph 120-SD(a)(i) to (iii),”.
- A142. At paragraph 118(b) delete “for Visa letters assigned on or after 1st March 2012”.
- A143. In paragraph 118(b)(i) for “Visa letter” Substitute “Confirmation of Acceptance for Studies”.
- A144. At the beginning of paragraph 118(b)(i)(2) insert “the applicant”.
- A145. In paragraph 118(b)(i)(2), after “Trinidad and Tobago;” delete “the United Kingdom;”.
- A146. After paragraph 118(b)(i)(2) insert:
“(3) the applicant has obtained an academic qualification (not a professional or vocational qualification) from an educational establishment in the Isle of Man or UK, which is either a Bachelor’s or Master’s degree or a PhD in the Isle of Man or UK and provides the specified documents set out in paragraph 120-SD(a); or
(4) Not Used”.
- A147. In paragraph 118(b)(i) renumber sub paragraph (3) and (4), as (5) and (6).
- A148. In paragraph 118(b)(i) at the renumbered sub paragraph (6) delete “Visa letter” and substitute “Confirmation of Acceptance for Studies”.
- A149. In paragraph 118(b)(i)(6) for “Visa letter” substitute “Confirmation of Acceptance for Studies”.
- A150. In paragraph 118(b)(ii) delete “Visa letter” and substitute “Confirmation of Acceptance for Studies”.
- A151. At the beginning of paragraph 118(b)(ii)(2) insert “the applicant”.
- A152. In paragraph 118(b)(ii)(2), after “Trinidad and Tobago;” delete “the United Kingdom;”.
- A153. Delete paragraphs 118(b)(ii)(3) and (4), and substitute:
“(3) the applicant has obtained an academic qualification (not a professional or vocational qualification) from an educational establishment in the Isle of Man or UK, which is either a Bachelor’s or Master’s degree or a PhD in the Isle of Man or UK and provides the specified documents set out in paragraph 120-SD(a); or

(4) Not Used

(5) the applicant has successfully completed a course as a Tier 4 (Child) Student (or under the student Rules that were in force before 26 July 2010, where the student was granted permission to stay whilst he was under 18 years old) which:

- i. was at least six months in length, and
- ii. ended within two years of the date the sponsor assigned the Confirmation of Acceptance for Studies; or

(6) the applicant provides the specified documents from an English language test provider approved for these purposes as listed in Appendix O, which clearly show:

- i. the applicant's name,
- ii. that the applicant has achieved or exceeded level B2 of the Council of Europe's Common European Framework for Language learning in all four components (reading, writing, speaking and listening), unless exempted from sitting a component on the basis of the applicant's disability,
- iii. the date of the award, and
- iv. that the test is within its validity date (where applicable), and
- v. the test centre at which was test was taken is approved as a Secure English Language Test Centre. Or".

A154. At the beginning of paragraph 118(b)(iii)(2) insert "the applicant".

A155. In paragraph 118(b)(iii)(2) after "Trinidad and Tobago;" delete "the United Kingdom;".

A156. After paragraph 118(b)(iii)(2) insert:

"(3) the applicant has obtained an academic qualification (not a professional or vocational qualification) from an educational establishment in the UK, which is either a Bachelor's or Master's degree or a PhD in the UK and provides the specified documents set out in paragraph 120-SD(a);".

A157. In paragraph 118(b)(iii) renumber sub paragraph (3) and (4) as (4) and (5).

A158. At the renumbered paragraph 118(b)(iii)(4)ii. for "Visa Letter" substitute "Confirmation of Acceptance for Studies".

A159. In paragraph 119 for "Visa Letter" substitute "Confirmation of Acceptance for Studies".

A160. In paragraph 120 for "Visa Letter" substitute "Confirmation of Acceptance for Studies".

- A161. At paragraph 120 after (a) insert;
 “The course must meet the following minimum academic requirements:”.
- A162. In paragraph 120(a), for “National Qualifications Framework (NQF) /Qualifications and Credit Framework (QCF)”, substitute “Regulated Qualifications Framework (RQF)”.
- A163. In paragraph 120(b) where it occurs delete “Visa letter” and substitute “Confirmation of Acceptance for Studies”.
- A164. Delete paragraph 120(ca) and substitute;
 “(ca) If a student is specifically studying towards an Association of Certified Chartered Accountants (ACCA) qualification or an ACCA Foundations in Accountancy qualification, the sponsor must be an ACCA approved learning partner - student tuition (ALP-st) at either Gold or Platinum level.”.
- A165. In paragraph 120(cb), for “National Qualifications Framework (NQF) / Qualifications and Credit Framework (QCF)”, in each place it occurs, substitute “Regulated Qualifications Framework (RQF)”.
- A166. In paragraph 120-SD(a)(ii) after “The transcript of results” insert “(which, unless the applicant has applied for their course through UCAS (Universities and Colleges Admission Service) and the applicant is applying in the Isle of Man to study at a Higher Education Institution which has Tier 4 status and the qualification is issued by a UK or Isle of Man awarding body for a course that the applicant has studied in the UK or Isle of Man, must be an original)”.
- A167. In paragraph 120-SD(a)(ii) delete:
 “This transcript must be original unless the applicant has applied for their course through UCAS (Universities and Colleges Admissions Service), and:
 (a) the applicant is applying in the Isle of Man to study at a Higher Education Institution which has Highly Trusted Sponsor status,
 and
 (b) the qualification is issued by a UK awarding body for a course that the applicant has studied in the UK, Isle of Man or Channel Islands;”.
- A168. At the end of paragraph 120-SD(a)(iii) for “.” substitute:
 “;
 and
 (iv) If the qualification was obtained from an educational establishment in Antigua and Barbuda, Australia, The Bahamas, Barbados, Belize, Dominica, Grenada, Guyana, Ireland, Jamaica, New Zealand, St Kitts and Nevis, St Lucia, St Vincent and The Grenadines, Trinidad and Tobago, or the USA, an original document issued by UK NARIC confirming that the qualification

meets or exceeds the recognised standard of a Bachelor's or Master's degree or a PhD in the UK.”.

A169. In paragraph 120-SD(b), for “current valid original passport” substitute “valid passport”.

A170. Delete paragraph 120A and substitute:

“120A(a) If the applicant has previously been granted leave as a Tier 4 (General) Student or as a Student and is applying for leave to remain, points will only be awarded for a valid Confirmation of Acceptance for Studies (even if all the requirements in paragraphs 116 to 120-SD above are met) if the sponsor has confirmed that the course for which the Confirmation of Acceptance for Studies has been assigned represents academic progress, as defined in (b) below, except where:

i. either:

(1) the applicant is re-sitting examinations or repeating modules in accordance with paragraph 119 above, or

(2) the applicant has previously re-sat examinations or repeated modules in accordance with paragraph 119 above, and requires leave to remain to complete the course in respect of which those examinations were re-sat or modules repeated, or

ii. the applicant is applying for leave for the purpose of completing the PhD or other doctoral qualification for which the Confirmation of Acceptance for Studies relating to the study undertaken during the last period of leave as a Tier 4 (General) Student or as a Student was assigned, or

iii. the applicant is making a first application to move to a new institution to complete a course commenced at a Tier 4 sponsor that has had its licence revoked, or

iv. the applicant is applying for leave under the doctorate extension scheme or as a postgraduate doctor or dentist on a recognised Foundation Programme, or

v. the applicant is applying for leave under the doctorate extension scheme or as a postgraduate doctor or dentist on a recognised foundation programme, or

vi. the applicant is applying for leave to undertake an intercalated Bachelor's or Master's degree course or PhD where they are studying medicine, veterinary medicine and science, or dentistry as their principal course of study, or to complete their principal course, having completed a period of intercalation.

(b) For a course to represent academic progress from previous study the applicant must:

i. have successfully completed the course for which the Confirmation of Acceptance for Studies relating to the study undertaken during the last period of leave as a Tier 4 (General) Student or Student was assigned, or an equivalent course undertaken in accordance with the conditions set out in paragraph 245ZW(c)(iv)(2) or paragraph 245ZY(c)(iv)(2) of Part 6A, or

ii. be applying for leave to allow them to progress from:

(1) a Bachelors to Masters level course as part of an integrated Masters course, or

(2) a Masters to PhD level course as part of an integrated Masters and PhD programme

having been offered a place on a higher level course by the sponsor after an assessment of their academic ability

and

iii. the course must be above the level of the previous course for which the Confirmation of Acceptance of Studies relating to the study undertaken during the last period of leave as a Tier 4 (General) Student or as a Student was assigned, unless:

(1) the course is taught by a Tier 4 Licenced Sponsor, or a body in receipt of public funding as a higher education institution from the Department of Education and Children which is also the sponsor; and

(2) the course is at degree level or above; and

(3) the new course is not at a lower level than the previous course for which the applicant was granted leave as a Tier 4 (General) Student or as a Student; and

(4) the sponsor has Tier 4 Sponsor status; and

(5) the sponsor confirms that:

(a) the course is related to the previous course for which the applicant was granted leave as a Tier 4 (General) Student or as a Student, meaning that it is either connected to the previous course, part of the same subject group, or involves deeper specialisation; or

(b) the previous course and the new course in combination support the applicant's genuine career aspirations.".

- A171. In paragraph 123A for “Visa Letter” substitute “Confirmation of Acceptance for Studies”.
- A172. In Table 17 at paragraph 123A for “Visa Letter” substitute “Confirmation of Acceptance for Studies”.
- A173. In paragraph 124 for each instance it occurs for “Visa letter” substitute “Confirmation of Acceptance for Studies”.
- A174. In paragraph 125 for each instance it occurs for “Visa letter” substitute “Confirmation of Acceptance for Studies”.
- A175. In paragraph 126(b), for “National Qualifications Framework (NQF)”, substitute “Regulated Qualifications Framework (RQF)”.
- A176. In paragraph 126(e) for “Visa letter” substitute “Confirmation of Acceptance for Studies”.

Changes to Appendix B

- B1. In paragraph 6(ii) for “provides his current valid original passport”, substitute “provides his valid passport”.
- B2. Delete paragraph 7(i) and substitute:
- “(i) has obtained an academic qualification (not a professional or vocational qualification) which either:
- (1) is a UK Bachelor’s degree, Master’s degree or PhD
 - (2) is a qualification awarded by an educational establishment outside the UK, which is deemed by UK NARIC to meet the recognised standard of a Bachelor’s or Master’s degree or a PhD in the UK, and UK NARIC has confirmed that the degree was taught or researched in English to the appropriate level of the Council of Europe’s Common European Framework for Language learning or above
- or:
- (3) is deemed by UK NARIC to meet or exceed the recognised standard of a Bachelor’s or Master’s degree or a PhD in the UK, and is from an educational establishment in one of the following countries:
- Antigua and Barbuda
 - Australia
 - The Bahamas
 - Barbados
 - Belize
 - Dominica

Grenada
Guyana
Ireland
Jamaica
New Zealand
St Kitts and Nevis
St Lucia
St Vincent and The Grenadines
Trinidad and Tobago
the USA,
and”.

- B3. At the end of paragraph 7(ii)(2)(e) for “.” substitute:
“, and
(iii) provides original documentation produced by UK NARIC which confirms the assessment in (i)(2) or (3), if applicable.”.
- B4. In paragraph 8(i), delete “which is deemed by UK NARIC” and substitute “which is either awarded by an educational establishment in the Isle of Man or UK, and is a Bachelor’s degree or Master’s degree or PhD; or, if awarded by an educational establishment outside the UK, is deemed by UK NARIC”.
- B5. In paragraph 8(ii), after “in paragraph 7(ii)”, insert “as”.
- B6. In paragraph 8(iii) delete “provide”.
- B7. In paragraph 8(iii)(5), before “confirmation”, insert “unless it is a qualification awarded by an educational establishment in the Isle of Man or UK,”.
- B8. At the end of paragraph 8(iii)(5) for “.” substitute:
“, and:
(iv) provides original documentation produced by UK NARIC which confirms the assessment in (i), if the qualification was awarded by an educational establishment outside the UK.”.

Changes to Appendix C

- C1. In paragraph 1B(d)(5), after “before he travels to the UK,” insert “or that the loan funds are or will be paid directly to the sponsor before the applicant travels to the UK, with the living costs portion of the loan released to the applicant on or before arrival in the Isle of Man,”.
- C2. For the table after paragraph 9 substitute:

“

Criterion	Points awarded
Meets one of the following criteria: <ul style="list-style-type: none">• Has £945; or• The Sponsor is an A rated Sponsor and has certified on the Certificate of Sponsorship that, should it become necessary, it will maintain and accommodate the migrant up to the end of the first month of his employment. The Sponsor may limit the amount of the undertaking but any limit must be at least £945. Points will only be awarded if the applicant provides a valid Certificate of Sponsorship reference number with his application.	10

”.

C3. In paragraph 11(b) delete “Highly Trusted sponsor” and substitute “sponsor with Tier 4 Sponsor status”.

C4. Delete the table after paragraph 11 and substitute:

“

Criterion	Points
(i) Where the applicant is applying for leave to remain as a postgraduate doctor or dentist on a recognised Foundation Programme, the applicant must have £1,015 for each month remaining of the course up to a maximum of two months. (ii) Where the applicant is applying for leave to remain on the doctorate extension scheme, the applicant must show they have two months’ worth of funds, i.e. £2,030. (iii) In all other circumstances, the applicant must have funds amounting to the full course fees for the first academic year of the course, or for the entire course if it is less than a year long, plus £1,015 for each month of the course up to a maximum of nine months.	10

”.

C5. In the third row of the table in paragraph 16(b), for “is under the age of 12 and is (or will be) accompanied by a parent,” substitute “and is (or will be)

accompanied by a parent who is on the Parent of a Tier 4 (Child) Student route,”.

Changes to Appendix E

E1. In paragraph (i)(1), after “Tier 2 migrant,” insert “or as a Tier 5 (Temporary Worker) Migrant,”.

E2. Delete paragraph (i)(3) and substitute:

“(3) that Sponsor has certified that, should it become necessary, it will maintain and accommodate the dependants of the relevant Points Based System Migrant up to the end of the first month of the dependant’s leave, if granted, by either:

- a. endorsing the certification on the Certificate of Sponsorship, or
- b. providing the certification in a letter from the sponsor which includes:
 - i. the applicant’s name,
 - ii. the sponsor’s name and logo, and
 - iii. details of any limit on the level of the undertaking provided.

The undertaking may be limited provided the limit is at least £630 per dependant. If the relevant Points Based System Migrant is applying at the same time as the applicant, points will only be awarded if the Relevant Points Based System Migrant provides a valid Certificate of Sponsorship reference number with his application.”.

Changes to Appendix FM

FM1. In paragraph GEN.1.6. for “paragraph E-ECP.4.1.(a); E-LTRP.4.1.(a); EECPT.4.1(a) and E-LTRPT.5.1.(a)” substitute “paragraph E-ECP.4.1.(a); ELTRP.4.1.(a); E-LTRP.4.1A.(a); E-ECPT.4.1.(a); E-LTRPT.5.1.(a); and ELTRPT.5.1A.(a)”.

FM2. Delete paragraph S-EC.2.3.

FM3. After paragraph S-EC.2.5. insert:

“S-EC.3.1 Not Used

S-EC.3.2 The applicant may be refused on grounds of suitability if one or more relevant NHS bodies has notified the Lieutenant Governor that the applicant has failed to pay charges in accordance with the relevant NHS regulations on charges to overseas visitors and the outstanding charges have a total value of at least £500.”.

FM4. For paragraph E-ECP.2.9., substitute:

- “E-ECP.2.9. (i) Any previous relationship of the applicant or their partner must have broken down permanently, unless it is a relationship which falls within paragraph 278(i) of these Rules; and
- (ii) If the applicant is a fiancé(e) or proposed civil partner, neither the applicant nor their partner can be married to, or in a civil partnership with, another person at the date of application.”
- FM5. In paragraph E-ECP.3.1.(c) for the words which follow “paragraph E-ECP.3.3. being met.” to the end of the paragraph substitute:
- “In this paragraph “child” means a dependent child of the applicant or the applicant’s partner who is-
- (a) under the age of 18 years, or who was under the age of 18 years when they were first granted entry under this route;
 - (b) applying for entry clearance as a dependant of the applicant or the applicant’s partner, or is in the UK with leave as their dependant;
 - (c) not a British Citizen or settled in the UK; and
 - (d) not an EEA national with a right to be admitted to or reside in the UK under the Immigration (EEA) Regulations 2008.”.
- FM6 In paragraph E-ECP.4.1(a) for “GEN.1.5.” substitute “GEN.1.6.”.
- FM7. In paragraph E-ECP.4.1. for sub-paragraph (c) substitute:
- “(c) have an academic qualification which is either a Bachelor’s or Master’s degree or PhD awarded by an educational establishment in the Isle of Man or UK; or, if awarded by an educational establishment outside the Isle of Man or UK, is deemed by UK NARIC to meet or exceed the recognised standard of a Bachelor’s or Master’s degree or PhD in the UK, and UK NARIC has confirmed that the degree was taught or researched in English to level A1 of the Common European Framework of Reference for Languages or above; or”.
- FM8. Delete paragraph S-LTR.2.3.
- FM9. After paragraph S-LTR.3.1 insert:
- “S-LTR.4.1. The applicant may be refused on grounds of suitability if any of paragraphs S-LTR.4.2. to S-LTR.4.5. apply.
- S-LTR.4.2. The applicant has made false representations or failed to disclose any material fact in a previous application for entry clearance, leave to enter, leave to remain or a variation of leave, or in a previous human rights claim; or did so in order to obtain from the Lieutenant Governor or a third party a document required to support such an

application or claim (whether or not the application or claim was successful).

S-LTR.4.3. The applicant has previously made false representations or failed to disclose material facts for the purpose of obtaining a document that indicates that he has a right to reside in the Isle of Man or United Kingdom.

S-LTR.4.4. Not Used

S-LTR.4.5. One or more relevant NHS bodies has notified the Lieutenant Governor that the applicant has failed to pay charges in accordance with the relevant NHS regulations on charges to overseas visitors and the outstanding charges have a total value of at least £500.”.

- FM10. In paragraph E-LTRP.2.2.(b) for “(disregarding any period of overstaying for a period of 28 days or less)” substitute “(except that, where paragraph 39E of these Rules applies, any current period of overstaying will be disregarded)”.
- FM11. In paragraph E-LTRP.3.1.(c) for the words which follow “unless paragraph EX.1. applies.” to the end of the paragraph substitute:
“In this paragraph “child” means a dependent child of the applicant or the applicant’s partner who is-
- (a) under the age of 18 years, or who was under the age of 18 years when they were first granted entry under this route;
 - (b) applying for entry clearance or leave to remain as a dependant of the applicant or the applicant’s partner, or is in the Isle of Man with leave as their dependant;
 - (c) not a British Citizen or settled in the UK; and
 - (d) not an EEA national with a right to be admitted to or reside in the Isle of Man under the Immigration (EEA) Regulations 2006.”.
- FM12. In paragraph E-LTRP.3.2.(f) after “of the applicant” insert “or of the applicant’s partner”.
- FM13. In paragraph E-LTRP.3.2.(g) after “of the applicant”, in the second place where those words appear, insert “or of the applicant’s partner”.
- FM14. In paragraph E-LTRP.4.1. for “previous application for leave” substitute “previous application for entry clearance or leave to remain”.
- FM15. In paragraph E-LTRP.4.1(a) for “GEN.1.5.” substitute “GEN.1.6.”
- FM16. In paragraph E-LTRP.4.1. for sub-paragraph (c) substitute:
“(c) have an academic qualification which is either a Bachelor’s or Master’s degree or PhD awarded by an educational establishment in the Isle of Man

or UK; or, if awarded by an educational establishment outside the Isle of Man or UK, is deemed by UK NARIC to meet or exceed the recognised standard of a Bachelor's or Master's degree or PhD in the UK, and UK NARIC has confirmed that the degree was taught or researched in English to level A1 of the Common European Framework of Reference for Languages or above; or”.

FM17. After paragraph E-LTRP.4.1. insert:

“E-LTRP.4.1A. Where the applicant:

(i) in a previous application for entry clearance or leave to remain as a partner or parent, met the English language requirement in paragraph E-LTRP.4.1.(b) or E-LTRPT.5.1.(b);

(ii) was granted entry clearance or leave to remain as a partner or parent; and

(iii) now seeks further leave to remain as a partner after 30 months in the Isle of Man with leave as a partner;

then, the applicant must provide specified evidence that they:

(a) are a national of a majority English speaking country listed in paragraph GEN.1.6.;

(b) have passed an English language test in speaking and listening at a minimum of level A2 of the Common European Framework of Reference for Languages with a provider approved by the Secretary of State;

(c) have an academic qualification which is either a Bachelor's or Master's degree or PhD awarded by an educational establishment in the Isle of Man or UK; or, if awarded by an educational establishment outside the Isle of Man or UK, is deemed by UK NARIC to meet or exceed the recognised standard of a Bachelor's or Master's degree or PhD in the UK, and UK NARIC has confirmed that the degree was taught or researched in English to level A2 of the Common European Framework of Reference for Languages or above; or

(d) are exempt from the English language requirement under paragraph ELTRP.4.2.”.

FM18. In paragraph E-LTRP.4.2. after “English language requirement” insert “in paragraph E-LTRP.4.1. or E-LTRP.4.1A.”.

FM19. Delete paragraph S-ILR.2.3.

FM20. After paragraph S-ILR.3.1. insert:

“S-ILR.4.1. The applicant may be refused on grounds of suitability if any of paragraphs S-ILR.4.2. to S-ILR.4.5. apply.

S-ILR.4.2. The applicant has made false representations or failed to disclose any material fact in a previous application for entry clearance, leave to enter, leave to remain or a variation of leave, or in a previous human rights claim; or did so in order to obtain from the Lieutenant Governor, Secretary of State or a third party a document required to support such an application or claim (whether or not the application or claim was successful).

S-ILR.4.3. The applicant has previously made false representations or failed to disclose material facts for the purpose of obtaining a document from the Secretary of State that indicates that he or she has a right to reside in the United Kingdom.

S-ILR.4.4. Not Used

S-ILR.4.5. One or more relevant NHS bodies has notified the Lieutenant Governor that the applicant has failed to pay charges in accordance with the relevant NHS regulations on charges to overseas visitors and the outstanding charges have a total value of at least £500.”.

FM21. For paragraph E-ILRP.1.2. substitute:

“E-ILRP.1.2. The applicant must be in the Isle of Man with valid leave to remain as a partner under this Appendix (except that, where paragraph 39E of these Rules applies, any current period of overstaying will be disregarded).”.

FM22. In paragraph E-ILRP.1.3. after “The applicant must” insert “at the date of application”.

FM23. At the end of paragraph E-ILRP.1.5. insert:

“E-ILRP.1.5A. In calculating the periods under paragraph E-ILRP.1.3., any current period of overstaying will be disregarded where paragraph 39E of these Rules applies. Any previous period of overstaying between periods of leave will also be disregarded where: the further application was made before 8 June 2017 and within 28 days of the expiry of leave; or the further application was made on or after 8 June 2017 and paragraph 39E of these Rules applied.”.

FM24. In the paragraph below the heading “Family life as a child of a person with limited leave as a partner or parent” after “whose parent is applying” insert “under this Appendix”.

FM25. In paragraph E-ECC.2.1.(c) for the words which follow “paragraph EECC.2.3. being met.” to the end of the paragraph substitute:

“In this paragraph “child” means the applicant and any other dependent child of the applicant’s parent or the applicant’s parent’s partner who is-

- (a) under the age of 18 years, or who was under the age of 18 years when they were first granted entry under this route;
- (b) applying for entry clearance as a dependant of the applicant’s parent or of the applicant’s parent’s partner, or is in the Isle of Man with leave as their dependant;
- (c) not a British Citizen or settled in the Isle of Man; and
- (d) not an EEA national with a right to be admitted to or reside in the UK under the Immigration (EEA) Regulations 2009.”.

FM26. After paragraph R-LTRC.1.1.(c)(ii) for “or” substitute:

“and

(iii) a parent of the applicant has been or is at the same time being granted leave to remain under paragraph D-LTRP.1.1. or D-LTRPT.1.1. or indefinite leave to remain under this Appendix (except as an adult dependent relative); or”.

FM27. In paragraph E-LTRC.2.1.(c) for the words which follow “paragraph ELTRC.2.3. being met.” to the end of the paragraph substitute:

“In this paragraph “child” means the applicant and any other dependent child of the applicant’s parent or the applicant’s parent’s partner who is-

- (a) under the age of 18 years, or who was under the age of 18 years when they were first granted entry under this route;
- (b) applying for entry clearance as a dependant of the applicant’s parent or of the applicant’s parent’s partner, or is in the Isle of Man with leave as their dependant;
- (c) not a British Citizen or settled in the Isle of Man; and (d) not an EEA national with a right to be admitted to or reside in the UK under the Immigration (EEA) Regulations 2009.”.

FM28. In paragraph D-LTRC.1.1., for “and subject to a condition of no recourse to public funds”, substitute “and will be subject to the same conditions in respect of recourse to public funds as that parent”.

FM29. In paragraph E-ECPT.4.1(a) for “GEN.1.5.” substitute “GEN.1.6.”

FM30. In paragraph E-ECPT.4.1. for sub-paragraph (c) substitute:

“(c) have an academic qualification which is either a Bachelor’s or Master’s degree or PhD awarded by an educational establishment in the Isle of Man or UK; or, if awarded by an educational establishment outside the Isle of Man or UK, is deemed by UK NARIC to meet or exceed the recognised

standard of a Bachelor's or Master's degree or PhD in the UK, and UK NARIC has confirmed that the degree was taught or researched in English to level A1 of the Common European Framework of Reference for Languages or above; or”.

- FM31. In paragraph E-LTRPT.2.3.(a) after “(who is a British citizen or settled in the Isle of Man)” insert “, and the applicant must not be eligible to apply for leave to remain as a partner under this Appendix”.
- FM32. In paragraph E-LTRPT.3.1.(a) after “;” insert “or”.
- FM33. Delete paragraph E-LTRPT.3.1.(c).
- FM34. At E-LTRPT.3.2 insert “The applicant must not be in the Isle of Man or UK”.
- FM35. After paragraph E-LTRPT.3.2.(a) insert:
“(b) in breach of immigration laws (except that, where paragraph 39E of these Rules applies, any current period of overstaying will be disregarded), unless paragraph EX.1. applies.”.
- FM36. In paragraph E-LTRPT.5.1. for “previous application for leave” substitute “previous application for entry clearance or leave to remain”.
- FM37. In paragraph E-LTRPT.5.1(a) for “GEN.1.5.” substitute “GEN.1.6.”.
- FM38. In paragraph E-LTRPT.5.1. for sub-paragraph (c) substitute: “(c) have an academic qualification which is either a Bachelor's or Master's degree or PhD awarded by an educational establishment in the Isle of Man or UK; or, if awarded by an educational establishment outside the Isle of Man or UK, is deemed by UK NARIC to meet or exceed the recognised standard of a Bachelor's or Master's degree or PhD in the UK, and UK NARIC has confirmed that the degree was taught or researched in English to level A1 of the Common European Framework of Reference for Languages or above; or”.
- FM39. After paragraph E-LTRPT.5.1. insert:
“E-LTRPT.5.1A. Where the applicant:
(i) in a previous application for entry clearance or leave to remain as a parent or partner, met the English language requirement in paragraph E-LTRPT.5.1.(b) or E-LTRP.4.1.(b) on the basis that they had passed an English language test in speaking and listening at level A1 of the Common European Framework of Reference for Languages; and
(ii) was granted entry clearance or leave to remain as a parent or partner; and

(iii) now seeks further leave to remain as a parent after 30 months in the Isle of Man with leave as a parent;

then, the applicant must provide specified evidence that they:

(a) are a national of a majority English speaking country listed in paragraph GEN.1.6.;

(b) have passed an English language test in speaking and listening at a minimum of level A2 of the Common European Framework of Reference for Languages with a provider approved by the Secretary of State;

(c) have an academic qualification which is either a Bachelor's or Master's degree or PhD awarded by an educational establishment in the Isle of Man or UK; or, if awarded by an educational establishment outside the Isle of Man or UK, is deemed by UK NARIC to be equivalent to the standard of a Bachelor's or Master's degree or PhD in the UK, and UK NARIC has confirmed that the degree was taught or researched in English to level A2 of the Common European Framework of Reference for Languages or above; or

(d) are exempt from the English language requirement under paragraph E-LTRPT.5.2.”.

FM40. In paragraph E-LTRPT.5.2. after “English language requirement” insert “in paragraph E-LTRPT.5.1. or E-LTRPT.5.1A.”.

FM41. In paragraph E-ILRPT.1.2. after “parent” insert “under this Appendix”.

FM42. In paragraph E-ILRPT.1.2. for “(disregarding any period of overstaying for a period of 28 days or less)” substitute “(except that, where paragraph 39E of these Rules applies, any current period of overstaying will be disregarded)”.

FM43. In paragraph E-ILRPT.1.3. after “The applicant must” insert “at the date of application”.

FM44. After paragraph E-ILRPT.1.5. insert:

“E-ILRPT.1.5A. In calculating the periods under paragraph E-ILRPT.1.3., any current period of overstaying will be disregarded where paragraph 39E of these Rules applies. Any previous period of overstaying between periods of leave will also be disregarded where: the further application was made before 8 June 2017 and within 28 days of the expiry of leave; or the further application was made on or after 8 June 2017 and paragraph 39E of these Rules applied.”.

FM45. In paragraph E-ILRDR.1.2. for “(disregarding any period of overstaying for a period of 28 days or less)” substitute “(except that, where paragraph 39E of these Rules applies, any current period of overstaying will be disregarded)”.

Changes to Appendix FM-SE

FM-SE1. In paragraph D.(a) for “or (e)” substitute “, (e) or (f)”.

FM-SE2. In paragraph 9, for sub-paragraph (a)(i), substitute:

“(i) the person is either a director or employee of the company, or both, or of another company within the same group; and”.

FM-SE3. In paragraph 9(c), for “Where the person is listed as a director of the company”, substitute “Where the person is either listed as a director of the company, or is an employee of the company, or both,”.

FM-SE4. In paragraph 9(c)(ii), after “as a director” insert “or employee of the company (or both)”.

FM-SE5. After paragraph 9(d) insert:

“(e) For the purposes of paragraph 19(a), evidence of ongoing employment as a director or other employee of the company or of ongoing receipt of dividend income from the company must be provided. This evidence may include payslips (or dividend vouchers) and personal bank statements showing that, in the period since the latest 12-month period covered by the Company Tax Return, the person’s salary as a director or employee of the company (or both) (or dividend income from the company) was paid into an account in the name of the person or in the name of the person and their partner jointly. Alternative evidence may include evidence of ongoing payment of business rates, business-related insurance premiums or employer National Insurance contributions in relation to the company.”.

FM-SE6. In paragraph 13(e) after “their self-employment” insert “(and that of their partner if that person is in the UK with permission to work)”.

FM-SE7. In paragraph 18(b), after “Overtime,” insert “payments to cover travel time,”.

FM-SE8. In paragraph 18, for sub-paragraph (c), substitute:

“(c) Payments relating to the costs of UK or overseas travel, including (for example) travelling or relocation expenses and subsistence or accommodation allowances, and payments made towards the costs of living overseas, will not be counted as income.”.

FM-SE9. For paragraph 22, substitute:

“22. A marriage in the United Kingdom must be evidenced by a valid marriage certificate recognised under the laws of England and Wales, Scotland or Northern Ireland. A marriage in the Isle of Man must be evidenced by a valid marriage certificate recognised under Isle of Man law. ”.

FM-SE10. For paragraph 23, substitute:

“23. A divorce in the United Kingdom or Isle of Man must be evidenced by a decree absolute from a civil court.”.

FM-SE11. In paragraph 27 after “a minimum of level A1” insert “or A2 (as the case may be)”.

FM-SE12. For paragraph 31 substitute:

“31. Evidence of an academic qualification under paragraphs 284(ix)(c), (d) and (e), 290(vii)(c), (d) and (e) and 295D(xi)(c), (d) and (e) of Part 8, and paragraphs E-ECP.4.1.(c), E-LTRP.4.1.(c), E-ECPT.4.1.(c) and ELTRPT.5.1.(c) of Appendix FM must be:

(a) a certificate issued by the relevant institution confirming the award of the academic qualification showing:

- (i) the applicant’s name;
- (ii) the title of award;
- (iii) the date of award; and
- (iv) the name of the awarding institution; or

(b) if the applicant is awaiting graduation or no longer has the certificate and cannot obtain a new one, either:

(i) an original academic reference from the institution awarding the academic qualification that:

- (1) is on official letter headed paper;
- (2) shows the applicant’s name;
- (3) shows the title of award;
- (4) explains when the academic qualification has been, or Page 63 of 70 will be, awarded; and
- (5) confirms either the date that the certificate will be issued (if the applicant has not yet graduated) or that the institution is unable to re-issue the original certificate of award; or

(ii) an original academic transcript that:

- (1) is on official letter headed paper;
- (2) shows the applicant's name;
- (3) shows the name of the academic institution;
- (4) shows the course title; and
- (5) confirms either the date that the certificate will be issued (if the applicant has not yet graduated) or that the institution is unable to re-issue the original certificate of award; and

(c) if the qualification was awarded by an educational establishment outside the Isle of Man and UK, an original document from UK NARIC which confirms that the qualification meets or exceeds the recognised standard of a Bachelor's or Master's degree or PhD in the UK and was taught or researched in English to level A1 of the Common Framework of Reference for Languages or above.”.

- FM-SE13. In paragraph 31 after “E-LTRP.4.1.(c),” insert “E-LTRP.4.1A.(c),”.
- FM-SE14. In paragraph 31 for “and E-LTRPT.5.1.(c)” substitute “, ELTRPT.5.1.(c) and E-LTRPT.5.1A.(c)”.
- FM-SE15. In paragraph 31(c) after “level A1” insert “or A2 (as the case may be)”.
- FM-SE16. In paragraph 32 after “taught” insert “or researched”.
- FM-SE17. In paragraph 32B(a) after “level A1” insert “or A2 (as the case may be)”.
- FM-SE18. In paragraph 32D for “the decision-maker may accept” substitute “the decision-maker will accept”.
- FM-SE19. In paragraph 32D(d) after “provided that” insert “it is at or above the requisite level of the Common European Framework of Reference for Languages and”.
- FM-SE20. In paragraph 32D(d)(i) for “(disregarding any period of overstaying of no more than 28 days)” substitute “(disregarding any current period of overstaying where paragraph 39E of these Rules applies, as well as any previous period of overstaying where: the further application was made before 24 November 2016 and within 28 days of the expiry of leave; or the further application was made on or after 8 June 2017 and paragraph 39E of these Rules applied)”.

Changes to Appendix G

- G1. For Appendix G substitute:

“Appendix G: Countries and Territories participating in the Tier 5 Youth Mobility Scheme and annual allocation of places for 2017

1. Places available for use by Countries and Territories with Deemed Sponsorship Status:

- Australia – 35,500 places
- New Zealand – 13,000 places
- Canada – 5,500 places
- Japan – 1,000 places
- Monaco – 1,000 places
- Taiwan – 1,000 places

2. Places available for use by Countries and Territories without Deemed Sponsorship Status:

- South Korea – 1,000 places
- Hong Kong – 1,000 places

Invitation to apply arrangements:

3. In order to effectively and efficiently manage the release of the above allocations, the Home Office will operate the arrangements set out in paragraph 4 below, known as invitation to apply arrangements, in relation to the allocation of places available for use by nationals of the following countries with Deemed Certificate of Sponsorship Status:

- Japan
- Taiwan

4. Under these arrangements:

- (i) a prospective applicant must submit an expression of interest in applying for entry clearance under the Tier 5 (Youth Mobility Scheme) relevant allocation (an expression of interest) in accordance with the process published by the Home Office,
- (ii) no more than one expression of interest per person will be accepted by the Home Office during each period in which they may be submitted,
- (iii) the Home Office will:
 - (1) select at random those to whom an invitation to apply for entry clearance under the Tier 5 (Youth Mobility Scheme) relevant allocation is to be issued from the pool of those who have submitted an expression of interest, and
 - (2) keep a record of those individuals to whom an invitation to apply is issued, and
- (iv) the Home Office may:

- (1) place a time limit on the period during which an expression of interest is to be submitted,
- (2) determine the number of invitations to apply that may be issued in any calendar month, except that where the number of expressions of interest received in a calendar year exceeds the allocations specified above, the total number of invitations to apply in a calendar year shall not be less than the annual allocations specified above,
- (3) place a time limit on the validity of an invitation to apply.”.

Changes to Appendix J

J1. For Appendix J substitute:

“Appendix J: Codes of Practice for Skilled Workers

Codes of practice for Tier 2 Sponsors, Tier 5 Sponsors, employers of work permit holders and Tier 1 migrants (where appropriate)

Introduction

1. This Appendix sets out the skill level and appropriate salary rate for jobs, as referred to elsewhere in these Rules.
2. Table 8 of this Appendix also sets out advertising and evidential requirements for creative sector jobs, as referred to elsewhere in these Rules.

Tables

3. Table 1 sets out PhD-level occupation codes.
4. Table 2 sets out occupations skilled to Regulated Qualifications Framework level 6 or above.
5. Table 3 sets out occupations skilled to Regulated Qualifications Framework level 4 or above.
6. Table 4 sets out occupations which are ineligible for Sponsorship in Tier 2 (General) and Tier 2 (Intra-Company Transfer) applications, due to skill level, but which are still acceptable to support some indefinite leave to remain applications.
7. Table 5 sets out further lower-skilled occupations which are ineligible for Sponsorship in Tier 2 (General) and Tier 2 (Intra-Company Transfer) applications.
8. Table 6 sets out occupations which are ineligible for Sponsorship in Tier 2 (General) and Tier 2 (Intra-Company Transfer) applications, for reasons other than skill level.

9. Table 7 sets out the equivalent SOC 2010 codes in comparison to the SOC 2000 system, for all occupations that appear in Tables 1 to 5. This table is provided for applicants and Sponsors who relied on a SOC 2000 code in a previous application, and need to know the equivalent SOC 2010 code if the applicant is applying to continue working in the same occupation.

10. Table 8 sets out creative sector codes of practice.

Occupation codes

11. The Standard Occupational Classification (SOC) codes are based on the SOC 2010 system designed by the Office for National Statistics, except where otherwise stated. This system is designed to cover all possible jobs.

12. References to "job" refer to the most appropriate match for the job in question, as it appears in the tables in this Appendix. The job description must correlate with the most appropriate match, according to the SOC 2010 system. The example job tasks and related job titles listed in Tables 1 to 4 are taken from guidance published by the Office for National Statistics. Further guidance on jobs in Tables 5 and 6 is available from the guidance published on the Office for National Statistics website. The Isle of Man Immigration Office will apply the most appropriate match based on the job description in an application, even if this is not the match stated by the applicant or their Sponsor.

13. Where Appendix A of these Rules refers to an applicant continuing to work in the same occupation, this means:

- (i) the same SOC 2010 code as stated in the Certificate of Sponsorship Checking Service entry that led to the applicant's previous grant,
- (ii) a SOC 2010 code which Table 7 shows as being equivalent to the SOC 2000 code stated in the Certificate of Sponsorship Checking Service entry that led to the applicant's previous grant, or
- (iii) any SOC 2010 code, providing the change is due solely to reclassification within the SOC system by the Office for National Statistics and not due to a change in the applicant's job.

Appropriate salary rates

14. Where these Rules state that an applicant must be paid the appropriate rate for a job as set out in this Appendix, the rate will be determined as follows:

- (a) Where the most appropriate match for the job in question appears in Tables 1 to 4 or Table 8, the appropriate rate is as stated in the relevant Table.

- (b) Where the most appropriate match for the job in question appears in one of Tables 1 to 4 and also appears in Table 8, the appropriate rate is as stated in Table 8, and the rates stated in Tables 1 to 4 do not apply.
- (c) Table 7 is to be used for identifying the equivalent SOC 2010 code only. The appropriate rate must then be identified for that SOC 2010 code using the other tables, where relevant.
- (d) Where both "new entrant" and "experienced worker" rates are stated in Tables 1 to 3, the "new entrant" rate will only apply if:

(i) the applicant:

- (1) is applying as a Tier 2 (General) Migrant and scores points from the Post-Study Work provisions of Appendix A,
- (2) is applying as a Tier 2 (General) Migrant and scores points from the Resident Labour Market Test provisions of Appendix A, on the basis that his Sponsor has carried out a university milkround,
- (3) is applying as a Tier 2 (Intra-Company Transfer) Migrant in the Graduate Trainee sub-category, or
- (4) was under the age of 26 on the date the application was made;

and

- (ii) the applicant is applying for entry clearance or leave to remain (not for indefinite leave to remain); and
- (iii) the applicant is not applying for a grant of leave that would extend his total stay in Tier 2 beyond 3 years and 1 month.

The "experienced worker" rate will apply in all other cases.

- (e) Where Appendix K requires a job holder to have a minimum level of experience, the "experienced worker" rate will always apply.
- (f) The rates stated are per year and are based on the following weekly hours:

- (i) where the source is the Annual Survey of Hours and Earnings, a 39-hour week;
- (ii) where the source is NHS Agenda for Change or the Royal Institute of British Architects, a 37.5-hour week;
- (iii) where the source is teachers' national pay scales, on the definition of a full-time teacher as used when determining those pay scales;

(iv) where the source is the National Grid submission to the Migration Advisory Committee, a 37-hour week;

(v) In all other cases, a 40-hour week.

Rates will be pro-rated based on the number of working hours stated on the Certificate of Sponsorship. The exceptions are ‘Skilled chef as defined in the Shortage Occupation List in Appendix K’ and ‘Overhead linesworker at Linesman Erector 2 (LE2) level and above’, where the appropriate rates cannot be pro-rated down for shorter working hours as they form a key part of the shortage occupation criteria recommended by the Migration Advisory Committee.

(g) In all cases, the pay must be compliant with National Minimum Wage regulations.

Table 1 - Occupations skilled to PhD-level

SOC code and description	Description and appropriate salary rates	Skill level
2111 Chemical scientists	<p>Example job tasks:</p> <ul style="list-style-type: none"> • develops experimental procedures, instruments and recording and testing systems; • conducts experiments to identify chemical composition: <ul style="list-style-type: none"> • energy and chemical changes in natural substances and processed materials; • analyses results and experimental data; • tests techniques and processes for reliability under a variety of conditions; • develops procedures for quality control of manufactured products. <p>Related job titles:</p> <ul style="list-style-type: none"> • Analytical chemist • Chemist • Development chemist • Industrial chemist • Research chemist <p>Salary rates: New entrant: £21,600 Experienced worker: £28,000</p>	PhD

	[Source: Evidence from partners who responded to Migration Advisory Committee in 2011, uplifted based on national changes in earnings]	
2112 Biological scientists and biochemists	<p>Example job tasks:</p> <ul style="list-style-type: none"> • studies the physical and chemical form, structure, composition • and function of living organisms; • identifies and studies the chemical substances, including microbial infections, involved in physiological processes and the progress of disease; • performs tests to study physiological and pathological characteristics within cells and other organisms; • researches the effects of internal and external environmental • factors on the life processes and other functions of living organisms; • observes the structure of communities of organisms in the laboratory and in their natural environment; • advises farmers, medical staff and others, on the nature of field crops, livestock and produce and on the treatment and prevention of disease; • monitors the distribution, presence and behaviour of plants, animals and aquatic life, and performs other scientific tasks related to conservation not performed by jobholders in SOC codes beginning “214”. <p>Related job titles:</p> <ul style="list-style-type: none"> • Biomedical scientist • Forensic scientist • Horticulturist • Microbiologist • Pathologist <p>Salary rates: Biomedical scientists working in the health sector:</p> <p>Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383</p>	PhD

	<p>Band 8a and equivalent: £40,028 Band 8b and equivalent: £46,625 Band 8c and equivalent: £56,104 Band 8d and equivalent: £66,582 Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016]</p> <p>Other biomedical scientists: New entrant: £21,600 Experienced worker: £28,000</p> <p>[Source: Evidence from partners who responded to Migration Advisory Committee in 2011, uplifted based on national changes in earnings]</p>	
2113 Physical scientists	<p>Example job tasks:</p> <ul style="list-style-type: none"> • conducts experiments and tests and uses mathematical • models and theories to investigate the structure and properties of matter, transformations and propagations of energy, the behaviour of particles and their interaction with various forms of energy; • uses surveys, seismology and other methods to determine the earth's mantle, crust, rock structure and type, and to analyse and predict the occurrence of seismological activity; • observes, records and collates data on atmospheric conditions • from weather stations, satellites, and observation vessels to plot and forecast weather conditions; • applies mathematical models and techniques to assist in the solution of scientific problems in industry and commerce and seeks out new applications of mathematical analysis. <p>Related job titles:</p> <ul style="list-style-type: none"> • Geologist • Geophysicist • Medical physicist • Meteorologist • Oceanographer 	PhD

	<ul style="list-style-type: none"> • Physicist • Seismologist <p>Salary rates: New entrant: £21,600 Experienced worker: £28,000</p> <p>[Source: Evidence from partners who responded to Migration Advisory Committee in 2011, uplifted based on national changes in earnings]</p>	
2114 Social and humanities scientists	<p>Example job tasks:</p> <ul style="list-style-type: none"> • studies society and the manner in which people behave and impact upon the world; • undertakes research across the humanities that furthers • understanding of human culture and creativity; • traces the evolution of word and language forms, compares grammatical structures and analyses the relationships between ancient, parent and modern languages; • identifies, compiles and analyses economic, demographic, legal, political, social and other data to address research objectives; • administers questionnaires, carries out interviews, organises focus groups and implements other social research tools; • undertakes analyses of data, presents results of research to sponsors, the media and other interested organisations; • addresses conferences and publishes articles detailing the methodology and results of research undertaken. <p>Related job titles:</p> <ul style="list-style-type: none"> • Anthropologist • Archaeologist • Criminologist • Epidemiologist • Geographer • Historian • Political scientist 	PhD

	<ul style="list-style-type: none"> • Social scientist <p>Salary rates: New entrant: £21,600 Experienced worker: £28,000</p> <p>[Source: Evidence from partners who responded to Migration Advisory Committee in 2011, uplifted based on national changes in earnings]</p>	
<p>2119 Natural and social science professionals not elsewhere classified</p> <p>[Note: For immigration purposes this code includes researchers in research organisations other than universities.]</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • plans, directs and undertakes research into natural phenomena; • provides technical advisory and consulting services; <ul style="list-style-type: none"> • designs tests and experiments to address research objective and find solutions; • applies models and techniques to medical, industrial, agricultural, military and similar applications; <ul style="list-style-type: none"> • analyses results and writes up results of tests and experiments undertaken; • presents results of scientific research to sponsors, addresses conferences and publishes articles outlining the methodology and results of research undertaken; • designs and develops an appropriate research methodology in order to address the research objective; • compiles and analyses quantitative and qualitative data, prepares reports and presents results to summarise main findings and conclusions; • advises government, private organisations and special interest groups on policy issues; • writes journal articles, and books, and addresses conferences, seminars and the media to reveal research findings. <p>Related job titles:</p> <ul style="list-style-type: none"> • Operational research scientist • Research associate (medical) • Research fellow 	<p>PhD</p>

	<ul style="list-style-type: none"> • Researcher • Scientific officer • Scientist • Sports scientist • University researcher <p>Salary rates: New entrant: £21,600 Experienced worker: £28,000</p> <p>[Source: Evidence from partners who responded to Migration Advisory Committee in 2011, uplifted based on national changes in earnings]</p>	
2150 Research and development managers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • establishes product design and performance objectives in consultation with other business functions; • liaises with production departments to investigate and resolve manufacturing problems; • develops research methodology, implements and reports upon research investigations undertaken; • plans work schedules, assigns tasks and delegates responsibilities to the research and development team; • monitors the standards of scientific and technical research undertaken by the research team. <p>Related job titles:</p> <ul style="list-style-type: none"> • Creative manager (research and development) • Design manager • Market research manager • Research manager (broadcasting) <p>Salary rates: New entrant: £27,100 Experienced worker: £35,000</p> <p>[Source: Annual Survey of Hours and Earnings]</p>	PhD

	2016]	
2311 Higher education teaching professionals	<p>Example job tasks:</p> <ul style="list-style-type: none"> • prepares, delivers and directs lectures, seminars and tutorials; • prepares, administers and marks examinations, essays and other assignments; • advises students on academic matters and encourages independent research; • provides pastoral care or guidance to students; • participates in decision making processes regarding curricula, budgetary, departmental and other matters; • directs the work of postgraduate students; • undertakes research, writes articles and books and attends conferences and other meetings. <p>Related job titles:</p> <ul style="list-style-type: none"> • Fellow (university) • Lecturer (higher education, university) • Professor (higher education, university) • Tutor (higher education, university) • University lecturer <p>Salary rates: New entrant: £25,700 Experienced worker: £32,300</p> <p>[Source: evidence from Universities UK, Universities and Colleges Employers Association and GuildHE in 2011, uplifted based on national changes in earnings]</p>	PhD

Table 2 –Occupations Skilled to Regulated Qualifications Framework (RQF) level 6 and above

SOC Code and Description	Skill Level	
All occupations in Table 1	PhD	

<p>1115 Chief executives and senior officials</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • analyses economic, social, legal and other data, and plans, formulates and directs at strategic level the operation of a company or organisation; • consults with subordinates to formulate, implement and review company/organisation policy, authorises funding for policy implementation programmes and institutes reporting, auditing and control systems; • prepares, or arranges for the preparation of, reports, budgets, forecasts or other information; • plans and controls the allocation of resources and the selection of senior staff; • evaluates government/local authority departmental activities, discusses problems with government/local authority officials and administrators and formulates departmental policy; • negotiates and monitors contracted out services provided to the local authority by the private sector; • studies and acts upon any legislation that may affect the local authority; • stimulates public interest by providing publicity, giving lectures and interviews and organising appeals for a variety of causes; • directs or undertakes the preparation, publication and dissemination of reports and other information of interest to members and other interested parties. <p>Related job titles:</p> <ul style="list-style-type: none"> • Chief executive • Chief medical officer • Civil servant (grade 5 & above) • Vice President <p>Salary rates:</p>	<p>RQF 6</p>
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	<p>New entrant: £41,900 Experienced worker: £60,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
1121 Production managers and directors in manufacturing	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with other managers to plan overall production activity and daily manufacturing activity, sets quality standards and estimates timescales and costs; • manages production to ensure that orders are completed to an agreed date and conform to customer and other requirements; • monitors production and production costs and undertakes or arranges for the preparation of reports and records; • oversees supervision of the production line and its staff, ensures targets are met. <p>Related job titles:</p> <ul style="list-style-type: none"> • Engineering manager • Managing director (engineering) • Operations manager (manufacturing) • Production manager <p>Salary rates: New entrant: £21,700 Experienced worker: £31,900</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 6
1122 Production managers and directors in construction	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with other managers to plan overall production activity and construction activities, sets quality standards and estimates timescales and costs; • receives invitations to tender, arranges for estimates and liaises with client, architect and engineers for the preparation of 	RQF 6

	<p>contracts;</p> <ul style="list-style-type: none"> • plans, directs and co-ordinates the construction and maintenance of civil and structural engineering works, including demolition, open-cast mining works and pipeline and piling; • receives reports upon work in progress to ensure that materials and construction methods meet with specifications and statutory requirements and that there are no deviations from agreed plans. <p>Related job titles:</p> <ul style="list-style-type: none"> • Building Services manager • Construction manager • Director (building construction) • Owner (electrical contracting) <p>Salary rates: New entrant: £25,000 Experienced worker: £33,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>1123 Production managers and directors in mining and energy</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • co-ordinates the activities of mines, quarries, drilling operations and offshore installations; • determines staffing, material and other needs; • co-ordinates and supervises coal-face production activities and ensures compliance with health and safety regulations; • ensures that all haulage, storage, purification and distribution work is performed efficiently and in compliance with statutory and other regulations; • arranges for the provision of gas, water and electricity supplies; • ensures compliance with issues relating to the environmental impact of operations. 	<p>RQF 6</p>

	<p>Related job titles:</p> <ul style="list-style-type: none"> • Operations manager (mining, water & energy) • Quarry manager <p>Salary rates: New entrant: £20,000</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p> <p>Experienced worker: £32,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>1131 Financial managers and directors</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • participates in the formulation of strategic and long-term business plans, assesses the implications for the organisation financial mechanisms and oversees their implementation; • plans external and internal audit programmes, arranges for the collection and analysis of accounting, budgetary and related information, and manages the company's financial systems; • determines staffing levels appropriate for accounting activities; • assesses and advises on factors affecting business performance. Related job titles: • Investment banker • Treasury manager <p>Salary rates: New entrant: £29,800 Experienced worker: £42,500</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF 6</p>

<p>1132 Marketing and sales directors</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with other senior staff to determine the range of goods or services to be sold; • discusses employer's or clients' requirements, plans and monitors surveys and analyses of customers' reactions to products; • examines and analyses sales figures, advises on and monitors marketing campaigns and promotional activities; • controls the recruitment and training of staff; • produces and/or assesses reports and recommendations concerning marketing and sales strategies. <p>Related job titles:</p> <ul style="list-style-type: none"> • Marketing director • Sales director <p>Salary rates: New entrant: £33,300</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £49,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF 6</p>
<p>1133 Purchasing managers and directors</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • determines what goods, services and equipment need to be sourced; • devises purchasing policies, decides on whether orders should be put out to tender and evaluates suppliers' bids; • negotiates prices and contracts with suppliers and draws up contract documents; • arranges for quality checks of incoming 	<p>RQF 6</p>

	<p>goods and ensures suppliers deliver on time;</p> <ul style="list-style-type: none"> • interviews suppliers' representatives and visits trade fairs; • researches and identifies new products and suppliers; • stays abreast of and ensures adherence to relevant legislation regarding tendering and procurement procedures. <p>Related job titles:</p> <ul style="list-style-type: none"> • Bid manager • Purchasing manager <p>Salary rates: New entrant: £26,800 Experienced worker: £35,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
1134 Advertising and public relations directors	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with client to discuss product/service to be marketed and develops the most appropriate strategy to deliver the objectives; • defines target group and implements strategy through appropriate media planning work; • conceives advertising campaign to impart the desired product image in an effective and economical way; • reviews and revises campaign strategy in light of sales figures, surveys, etc. and takes appropriate corrective measures if necessary; • stays abreast of changes in media, readership or viewing figures and advertising rates; • directs the arranging of conferences, exhibitions, seminars, etc. to promote the image of a product, service or organisation. <p>Related job titles:</p>	RQF 6

	<ul style="list-style-type: none"> • Account director (advertising) • Head of public relations <p>Salary rates: New entrant: £28,300</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £40,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>1135 Human resource managers and directors</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • determines staffing needs; • oversees the preparation of job descriptions, drafts advertisements and interviews candidates; • oversees the monitoring of employee performance and career development needs; • provides or arranges for provision of training courses; • undertakes industrial relations negotiations with employees' representatives or trades unions; • develops and administers salary, health and safety and promotion policies; • examines and reports on company and departmental structures, chains of command, information flows, etc. and evaluates efficiency of existing operations; • considers alternative work procedures to improve productivity; • stays abreast of relevant legislation, considers its impact on the organisation's HR strategy and recommends appropriate action. <p>Related job titles:</p> <ul style="list-style-type: none"> • Human resources manager • Personnel manager • Recruitment manager 	<p>RQF 6</p>

	<p>Salary rates: New entrant: £27,400 Experienced worker: £37,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>1136 Information technology and telecommunications directors</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • develops in consultation with other senior management the IT/telecommunications strategy of the organisation; • directs the implementation within the organisation of IT/telecommunications strategy, infrastructure, procurement, procedures and standards; • develops the periodic business plan and operational budget for IT/telecommunications to deliver agreed service levels; • considers the required IT/telecommunications staffing levels, oversees recruitment and appointment of staff and directs training policy; • prioritises and schedules major IT/telecommunications projects; • ensures that new technologies are researched and evaluated in the light of the organisation's broad requirements. <p>Related job titles:</p> <ul style="list-style-type: none"> • IT Director • Technical director (computer services) • Telecommunications director <p>Salary rates: New entrant: £42,500 Experienced worker: £55,600</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF 6</p>

<p>1139 Functional managers and directors not elsewhere classified</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • helps to formulate and implement local government policy and ensures legal and statutory provisions are observed; • organises local authority office work and resources, negotiates contracted out services; • plans, organises, coordinates and directs the resources of a special interest organisation; • formulates and directs the implementation of an organisation's policies; • represents union, association or charity in consultation and negotiation with government, employees and other bodies; • stimulates public interest by providing publicity, giving lectures and interviews and organising appeals; • directs or undertakes the preparation, publication and dissemination of reports and other information pertaining to the organisation. <p>Related job titles:</p> <ul style="list-style-type: none"> • Manager (charitable organisation) • Research director <p>Salary rates: New entrant: £25,900 Experienced worker: £38,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF 6</p>
<p>1150 Financial institution managers and directors</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • plans, organises, directs and co-ordinates the activities of financial institutions; • verifies that accounting, recording and information storage and retrieval procedures are adhered to; • authorises loans and mortgages in 	<p>RQF 6</p>

	<p>accordance with bank or building society policy;</p> <ul style="list-style-type: none"> • promotes financial services, establishes contact with the local business community and professional firms; • preparing general reports and briefs on more complex cases for senior management; • ensures compliance with the statutory regulatory framework. <p>Related job titles:</p> <ul style="list-style-type: none"> • Bank manager • Insurance manager <p>Salary rates: New entrant: £29,500 Experienced worker: £37,300</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
1161 Managers and directors in transport and distribution	<p>Example job tasks</p> <ul style="list-style-type: none"> • plans the optimum utilisation of staff and operating equipment, and co-ordinates maintenance activities to ensure least possible disruption to services; • examines traffic reports, load patterns, traffic receipts and other data and revises transport services or freight rates accordingly; • directs the movement, handling and storage of freight in transit, and reviews space utilisation, staffing and distribution expenditure to determine future distribution policies; • ensures that regulations regarding hours of work, the licensing of crews and transport equipment, the operational safety and efficiency of equipment, the insurance of vehicles and other statutory regulations are complied with; • ensures that harbour channels and berths 	RQF 6

	<p>are maintained and liaises with ship owners, crew, customs officials, dock and harbour staff to arrange entry, berthing and servicing of ships;</p> <ul style="list-style-type: none"> • supervises day-to-day activities in a railway station; • arranges for maintenance of airport runways and buildings, liaises with fuel and catering crews to ensure adequate supplies and resolves any complaints and problems raised by airport users. <p>Related job titles:</p> <ul style="list-style-type: none"> • Fleet manager • Transport manager <p>Salary rates: New entrant: £25,000 Experienced worker: £29,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
1172 Senior police officers	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with senior officers to determine staff, financial and other short- and long-term needs; • plans, directs and co-ordinates general policing for an area or functional unit; • directs and monitors the work of subordinate officers; • establishes contacts and sources of information concerning crimes planned or committed; • directs and co-ordinates the operation of record keeping systems and the preparation of reports. <p>Related job titles:</p> <ul style="list-style-type: none"> • Chief superintendent (police service) • Detective inspector • Police inspector <p>Salary rates: New entrant: £38,100</p>	RQF 6

	<p>[Source: Annual Survey of Hours and Earnings 2015 (no 2016 equivalent data available)]</p> <p>Experienced worker: £57,500</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
1173 Senior officers in fire, ambulance, prison and related services	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with other senior officials and/or government departments to determine staffing, financial and other short and long-term needs; • prepares reports for insurance companies, the Home Office, Scottish Home and Health Department, and other bodies as necessary; • advises on the recruitment, training and monitoring of staff; • fire officers plan, direct and co-ordinate an operational plan for one or more fire stations, attend fires and other emergencies to minimise danger to property and people, arrange for the salvaging of goods, immediate temporary repairs and security measures for fire damaged premises as necessary; • ambulance officers plan, organise, direct and co-ordinate the activities of ambulance personnel and control room assistants, for the provision of ambulance services for emergency and non-emergency cases; • prison officers interview prisoners on arrival and discharge/ departure, receive reports on disciplinary problems and decide on appropriate action, make periodic checks on internal and external security, and provide care and support to prisoners in custody; • revenue and customs, excise and immigration officers advise on the interpretation of regulations concerning 	RQF 6

	<p>taxes, duties and immigration requirements and enforce these regulations through monitoring of premises, examining goods entering the country to ensure correct duty is paid and establishing that passengers have the necessary authorisation for crossing national borders.</p> <p>Related job titles:</p> <ul style="list-style-type: none"> • Fire service officer (government) • Prison governor • Station officer (ambulance service) <p>Salary rates: All workers: £37,100</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>1181 Health services and public health managers and directors</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • implements policies of the board, ensures statutory procedures are followed, with particular emphasis on patient safety and the management of risk; • liaises with health care professionals to determine short and long-term needs and how to meet these objectives within budgetary constraints; • oversees the day-to-day management of the unit or service and provides leadership to staff; • uses statistical information to monitor performance and assist with planning; • negotiates and manages contracts with providers and purchasers of health care services; • manages staff, including recruitment, appraisal and development; • monitors and reports upon the effectiveness of services with a view to improving the efficiency of health care provision; • coordinates the promotion of public 	<p>RQF 6</p>

	<p>health and wellbeing in the actions and policies of public agencies and their social partners;</p> <ul style="list-style-type: none"> • monitors and reports upon the state of public health and wellbeing. <p>Related job titles:</p> <ul style="list-style-type: none"> • Director of nursing • Health Service manager • Information manager (health authority: hospital service) <p>Salary rates: New entrant: £25,000 Experienced worker: £35,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>1184 Social services managers and directors</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • provides leadership and management to ensure services are delivered in accordance with statutory requirements and in line with the local authority social services department's policies and procedures; • determines staffing, financial, material and other short and long-term needs; • plans work schedules, assigns tasks and delegates responsibilities of social services staff; • monitors and evaluates departmental performance with a view to improving social service provision; • studies and advises upon changes in legislation that will impact upon social service provision; • liaises with representatives of other relevant agencies. <p>Related job titles:</p> <ul style="list-style-type: none"> • Care manager (local government: social services) • Service manager (welfare services) 	<p>RQF 6</p>

	<p>Salary rates: New entrant: £23,300 Experienced worker: £28,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
2121 Civil engineers	<p>Example job tasks</p> <ul style="list-style-type: none"> • undertakes research and advises on soil mechanics, concrete technology, hydraulics, water and waste water treatment processes and other civil engineering matters; • determines and specifies construction methods, materials, quality and safety standards and ensures that equipment operation and maintenance comply with design specifications; • designs foundations and earthworks; • designs structures such as roads, dams, bridges, railways, hydraulic systems, sewerage systems, industrial and other buildings and plans the layout of tunnels, wells and construction shafts; • organises and plans projects, arranges work schedules, carries out inspection work and plans maintenance control; • organises and establishes control systems to monitor operational efficiency and performance of materials and systems. <p>Related job titles:</p> <ul style="list-style-type: none"> • Building engineer • Civil engineer (professional) • Highways engineer • Petroleum engineer • Public health engineer • Site engineer • Structural engineer <p>Salary rates: New entrant: £25,700 Experienced worker: £31,600</p>	RQF 6

	[Source: Annual Survey of Hours and Earnings 2016]	
2122 Mechanical engineers	<p>Example job tasks</p> <ul style="list-style-type: none"> • undertakes research and advises on energy use, materials handling, thermodynamic processes, fluid mechanics, vehicles and environmental controls; • determines materials, equipment, piping, capacities, layout of plant or system and specification for manufacture; • designs mechanical equipment, such as steam, internal combustion and other non-electrical motors for railway locomotives, road vehicles, aeroplanes and other machinery; • ensures that equipment, operation and maintenance comply with design specifications and safety standards; • organises and establishes control systems to monitor operational efficiency and performance of materials and systems. <p>Related job titles:</p> <ul style="list-style-type: none"> • Aeronautical engineer (professional) • Aerospace engineer • Automotive engineer (professional) • Marine engineer (professional) • Mechanical engineer (professional) <p>Salary rates: New entrant: £27,500 Experienced worker: £33,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 6
2123 Electrical engineers	<p>Example job tasks</p> <ul style="list-style-type: none"> • supervises, controls and monitors the operation of electrical generation, transmission and distribution systems; • determines and specifies manufacturing 	RQF 6

	<p>methods of electrical systems;</p> <ul style="list-style-type: none"> • ensures that manufacture, operation and maintenance comply with design specifications and contractual arrangements; • organises and establishes control systems to monitor the performance and safety of electrical assemblies and systems. <p>Related job titles:</p> <ul style="list-style-type: none"> • Electrical engineer (professional) • Electrical surveyor • Equipment engineer • Power engineer • Signal engineer (railways) <p>Salary rates: Power system engineer, control engineer or protection engineer in the electricity transmission and distribution industry: £33,400</p> <p>[Source: National Grid submission to Migration Advisory Committee in 2011, uplifted based on national changes in earnings]</p> <p>Other electrical engineer (new entrant): £25,000 Other electrical engineer (experienced worker): £35,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
2124 Electronics engineers	<p>Example job tasks</p> <ul style="list-style-type: none"> • undertakes research and advises on all aspects of telecommunications equipment, radar, telemetry and remote control systems, data processing equipment, microwaves and other electronic equipment; • determines and specifies appropriate 	RQF 6

	<p>production and/or installation methods and quality and safety standards;</p> <ul style="list-style-type: none"> • organises and establishes control systems to monitor performance and evaluate designs; • tests, diagnoses faults and undertakes repair of electronic equipment. <p>Related job titles:</p> <ul style="list-style-type: none"> • Avionics engineer • Broadcasting engineer (professional) • Electronics engineer (professional) • Microwave engineer • Telecommunications engineer (professional) <p>Salary rates: New entrant: £25,200 Experienced worker: £31,300</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2015 equivalent data available)]</p>	
<p>2126 Design and development engineers</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • assesses product requirements, including costs, manufacturing feasibility and market requirements; • prepares working designs for steam, aero, turbine, marine and electrical engines, mechanical instruments, aircraft and missile structures, vehicle and ship structures, plant and machinery equipment, domestic electrical appliances, building systems and services, and electronic computing and telecommunications equipment; • arranges construction and testing of model or prototype and modifies design if necessary; • produces final design information for use in preparation of layouts, parts lists, etc.; • prepares specifications for materials and other components. 	<p>RQF 6</p>

	<p>Related job titles:</p> <ul style="list-style-type: none"> • Clinical engineer • Design engineer • Development engineer • Ergonomist • Research and development engineer <p>Salary rates: New entrant: £25,300</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £31,600</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>2127 Production and process engineers</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • studies existing and alternative production methods, regarding work flow, plant layout, types of machinery and cost; • recommends optimum equipment and layout and prepares drawings and specifications; • devises and implements production control methods to monitor operational efficiency; • investigates and eliminates potential hazards and bottlenecks in production; • advises management on and ensures effective implementation of new production methods, techniques and equipment; • liaises with materials buying, storing and controlling departments to ensure a steady flow of supplies; • undertakes research and develops processes to achieve physical and/or chemical change for oil, pharmaceutical, synthetic, plastic, food and other products; • designs, controls and constructs process 	<p>RQF 6</p>

	<p>plants to manufacture products.</p> <p>Related job titles:</p> <ul style="list-style-type: none"> • Chemical engineer • Industrial engineer • Process engineer • Production consultant • Production engineer <p>Salary rates:</p> <p>New entrant: £23,700</p> <p>Experienced worker: £30,500</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>2129 Engineering professionals not elsewhere classified</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • researches into problem areas to advance basic knowledge, evaluate new theories and techniques and to solve specific problems; • establishes principles and techniques to improve the quality, durability and performance of materials such as textiles, glass, rubber, plastics, ceramics, metals and alloys; • designs new systems and equipment with regard to cost, market requirements and feasibility of manufacture; • devises and implements control systems to monitor operational efficiency and performance of system and materials; • prepares sketches, drawings and specifications showing materials to be used, construction and finishing methods and other details; • examines and advises on patent applications; • provides technical consultancy services. <p>Related job titles:</p> <ul style="list-style-type: none"> • Acoustician (professional) • Ceramicist • Food technologist • Metallurgist 	<p>RQF 6</p>

	<ul style="list-style-type: none"> • Patent agent • Project engineer • Scientific consultant • Technical engineer • Technologist • Traffic engineer <p>Salary rates: New entrant: £25,500 Experienced worker: £31,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
2133 IT specialist managers	<p>Example job tasks</p> <ul style="list-style-type: none"> • plans, coordinates and manages the organisation’s IT provision or a specialist area of IT activity; • liaises with users, senior staff and internal/external clients to clarify IT requirements and development needs; • takes responsibility for managing the development of a specialist aspect of IT provision such as user support, network operations, service delivery or quality control; • supervises the technical team and coordinates training; • plans and monitors work and maintenance schedules to ensure agreed service levels are achieved; • reports on IT activities to senior management. <p>Related job titles:</p> <ul style="list-style-type: none"> • Data centre manager • IT manager • IT support manager • Network operations manager (computer services) • Service delivery manager <p>Salary rates:</p>	RQF 6

	<p>New entrant: £27,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p> <p>Experienced worker: £41,400</p> <p>[Source: Incomes Data Services in 2014, uplifted based on national changes in earnings]</p>	
<p>2134 IT project and programme managers</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • works with client or senior management to establish and clarify the aims, objectives and requirements of the IT project or programme; • plans the stages of the project or programme, reviews actions and amends plans as necessary; • coordinates and supervises the activities of the project/programme team; • manages third party contributions to the programme or project; • monitors progress including project/programme budget, timescale and quality; • coordinates and oversees implementation of the project or programme; • reports on project or programme to senior management and/or client. <p>Related job titles:</p> <ul style="list-style-type: none"> • Implementation manager (computing) • IT project manager • Programme manager (computing) • Project leader (software design) <p>Salary rates:</p> <p>New entrant: £31,200</p> <p>Experienced worker: £36,000</p> <p>[Source: Annual Survey of Hours and</p>	<p>RQF 6</p>

	Earnings 2016]	
2135 IT business analysts, architects and systems designers	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with internal/external clients in order to analyse business procedure, clarify clients' requirements and to define the scope of existing software, hardware and network provision; • undertakes feasibility studies for major IT developments incorporating costs and benefits, and presents proposals to clients; • communicates the impact of emerging technologies to clients and advises upon the potential introduction of such technology; • provides advice and assistance in the procurement, provision, delivery, installation, maintenance and use of IT systems and their environments; • examines existing business models and flows of data and designs functional specifications and test plans for new systems in order to meet clients' needs; • researches, analyses, evaluates and monitors network infrastructure and performance; • works closely with clients to implement new systems. <p>Related job titles:</p> <ul style="list-style-type: none"> • Business analyst (computing) • Data communications analyst • Systems analyst • Systems consultant • Technical analyst (computing) • Technical architect <p>Salary rates: New entrant: £26,500 Experienced worker: £34,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 6

<p>2136 Programmers and software development professionals</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • examines existing software and determines requirements for new/modified systems in the light of business needs; • undertakes feasibility study to design software solutions; • writes and codes individual programs according to specifications; • develops user interfaces; • tests and corrects software programs; • writes code for specialist programming for computer games, (for example, artificial intelligence, 3D engine development); • implements and evaluates the software; • plans and maintains database structures; • writes operational documentation and provides subsequent support and training for users. <p>Related job titles:</p> <ul style="list-style-type: none"> • Analyst-programmer • Database developer • Games programmer • Programmer • Software engineer <p>Salary rates: New entrant: £24,000</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p> <p>Experienced worker: £32,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF 6</p>
<p>2137 Web design and development professionals</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with internal/external client in order to define the requirements for the website; • presents design options to the client; 	<p>RQF 6</p>

	<ul style="list-style-type: none"> • designs web pages including graphics, animation and functionality to maximise visual effectiveness and facilitate appropriate access; • develops the website and applications; • designs and develops web interfaces for relational database systems; • establishes methods to ensure appropriate website security and recovery; • writes and publishes content for the website; • tests website interaction and performance prior to going 'live', and monitors and maintains functionality of the website; • activates the 'live' website. <p>Related job titles:</p> <ul style="list-style-type: none"> • Internet developer • Multimedia developer • Web design consultant • Web designer <p>Salary rates: New entrant: £17,900</p> <p>[Source: Annual Survey of Hours and Earnings 2015 (no 2016 equivalent data available)]</p> <p>Experienced worker: £24,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
2139 Information technology and telecommunications professionals not elsewhere classified	<p>Example job tasks</p> <ul style="list-style-type: none"> • undertakes the testing of software, systems or computer games for errors, identifies source of problems and proposes solutions; • develops, implements and documents test plans for IT software, systems and computer games; • develops quality standards and 	RQF 6

	<p>validation techniques;</p> <ul style="list-style-type: none"> • makes recommendations concerning software/system quality; • examines IT system for potential threats to its security and integrity and draws up plans for disaster recovery if security is compromised; • deals with and reports on breaches in security. <p>Related job titles:</p> <ul style="list-style-type: none"> • IT consultant • Quality analyst (computing) • Software tester • Systems tester (computing) • Telecommunications planner <p>Salary rates: New entrant: £21,600 Experienced worker: £28,900</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
2141 Conservation professionals	<p>Example job tasks</p> <ul style="list-style-type: none"> • promotes and implements local and national biodiversity action plans, particularly with regard to threatened species and habitats; • carries out environmental impact assessments and field surveys; • implements, evaluates and monitors schemes for the management and protection of natural habitats; • provides advice and information to government at national and local levels, clients, landowners, planners and developers to facilitate the protection of the natural environment; • liaises with other groups in the selection and maintenance of the Protected Site System including Special Areas of Conservation (SACs), Ramsar sites, and 	RQF 6

	<p>Sites of Special Scientific Interest (SSSIs) and National Nature Reserves (NNRs);</p> <ul style="list-style-type: none"> • maintains and develops knowledge in relevant policy areas within a national and European legislative context; • promotes conservation issues via educational talks, displays, workshops and literature and liaison with the media; • prepares applications for funding to other organisations, and assessing applications for funding from other organisations; • carries out research into aspects of the natural world. <p>Related job titles:</p> <ul style="list-style-type: none"> • Conservation officer • Ecologist • Energy conservation officer • Heritage manager • Marine conservationist <p>Salary rates: New entrant: £18,700</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £27,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
2142 Environment professionals	<p>Example job tasks</p> <ul style="list-style-type: none"> • identifies contamination of land, air or water and assesses any adverse impact on the environment; • advises on and provides solutions for mitigating the effects of such contamination; • implements remediation works; • carries out environment-related desk-based research and fieldwork to collect, 	RQF 6

	<p>analyse and interpret data to determine their validity, quality and significance;</p> <ul style="list-style-type: none"> • carries out environmental audits and environmental impact assessments; • communicates scientific and technical information to relevant audiences in an appropriate form, via reports, workshops, educational events, public hearings; • assists organisations to conduct their activities in an environmentally appropriate manner; • implements, reviews and advises on regulatory and legislative standards, guidelines and policies; • provides professional guidance to clients, government agencies, regulators and other relevant bodies, having regard for sustainable approaches and solutions. <p>Related job titles:</p> <ul style="list-style-type: none"> • Energy manager • Environmental consultant • Environmental engineer • Environmental protection officer • Environmental scientist • Landfill engineer <p>Salary rates: New entrant: £20,900 Experienced worker: £26,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
2211 Medical practitioners	<p>Example job tasks</p> <ul style="list-style-type: none"> • examines patient, arranges for any necessary x-rays or other tests and interprets results; • diagnoses condition and prescribes and/or administers appropriate treatment/surgery; • administers medical tests and inoculations against communicable 	RQF 6

	<p>diseases;</p> <ul style="list-style-type: none"> • supervises patient's progress and advises on diet, exercise and other preventative action; • refers patient to specialist where necessary and liaises with specialist; • prepares and delivers lectures, undertakes research, and conducts and participates in clinical trials; • supervises the implementation of care and treatment plans by other healthcare providers. <p>Related job titles:</p> <ul style="list-style-type: none"> • Anaesthetist • Consultant (Hospital Service) • Doctor • General practitioner • Medical practitioner • Paediatrician • Psychiatrist • Radiologist • Surgeon <p>Salary rates:</p> <p>Medical professionals on the NHS junior doctor contract in place from October 2016:</p> <p>Foundation year 1 (F1) and equivalent: £26,350</p> <p>Foundation year 2 (F2) and equivalent: £30,500</p> <p>Specialty registrar (StR) at ST/CT1-2 and equivalent: £36,100</p> <p>Specialty registrar (StR) at CT/ST3 and above £45,750</p> <p>Other medical professionals:</p> <p>Foundation year 1 (F1) and equivalent: £22,862</p> <p>Foundation year 2 (F2) and equivalent: £28,357</p> <p>Specialty registrar (StR) and equivalent:</p>	
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	<p>£30,302</p> <p>Specialty doctor and equivalent: £37,547</p> <p>Salaried General practitioner (GP) and equivalent: £55,965</p> <p>Consultant and equivalent: £76,001</p> <p>[Source: NHS Employers Pay and Conditions (M&D) Circulars 2016]</p>	
2212 Psychologists	<p>Example job tasks</p> <ul style="list-style-type: none"> • develops and administers tests to measure intelligence, abilities, aptitudes, etc. and assesses results; • develops treatment and guidance methods and gives treatment or guidance using a variety of therapy and counselling techniques; • observes and experiments on humans and animals to measure mental and physical characteristics; • analyses the effect of hereditary, social and physical factors on thought and behaviour; • studies psychological factors in the treatment and prevention of mental illness or emotional and personality disorders; • maintains required contacts with family members, education or other health professionals, as appropriate, and recommends possible solutions to problems presented; • applies professional knowledge and techniques within the workplace, addressing issues such as job design, work groups, motivation etc.; • applies psychological treatment methods to help athletes achieve optimum mental health and enhance sporting performance. <p>Related job titles:</p> <ul style="list-style-type: none"> • Clinical psychologist • Educational psychologist • Forensic psychologist 	RQF 6

	<ul style="list-style-type: none"> • Occupational psychologist • Psychologist • Psychometrist <p>Salary rates:</p> <p>Band 5 and equivalent: £21,909</p> <p>Band 6 and equivalent: £26,302</p> <p>Band 7 and equivalent: £31,383</p> <p>Band 8a and equivalent: £40,028</p> <p>Band 8b and equivalent: £46,625</p> <p>Band 8c and equivalent: £56,104</p> <p>Band 8d and equivalent: £66,582</p> <p>Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016]</p>	
2213 Pharmacists	<p>Example job tasks</p> <ul style="list-style-type: none"> • prepares or directs the preparation of prescribed medicaments in liquid, powder, tablet, ointment or other form following prescriptions issued by medical doctors and other health professionals; • advises health professionals on the selection and appropriate use of medicines; • highlights a drug's potential side effects, identifies harmful interactions with other drugs and assesses the suitability of treatments for patients with particular health conditions; • checks that recommended doses are not being exceeded and that instructions are understood by patients; • maintains prescription files and records issue of narcotics, poisons and other habit-forming drugs; • liaises with other professionals regarding the development manufacturing and testing of drugs; • tests and analyses drugs to determine their identity, purity and strength; • ensures that drugs and medicaments are in good supply and are stored properly. 	RQF 6

	<p>Related job titles:</p> <ul style="list-style-type: none"> • Chemist (pharmaceutical) • Dispensary manager • Pharmaceutical chemist • Pharmacist • Pharmacy manager <p>Salary rates:</p> <p>Pre-registration and Band 5 and equivalent: £21,909</p> <p>Band 6 and equivalent: £26,302</p> <p>Band 7 and equivalent: £31,383</p> <p>Band 8a and equivalent: £40,028</p> <p>Band 8b and equivalent: £46,625</p> <p>Band 8c and equivalent: £56,104 Band 8d and equivalent: £66,582</p> <p>Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016]</p>	
2214 Ophthalmic opticians	<p>Example job tasks</p> <ul style="list-style-type: none"> • examines eyes and tests vision of patient, identifies problems, defects, injuries and ill health; • prescribes, supplies and fits appropriate spectacle lenses, contact lenses and other aids; • advises patient on proper use of glasses, contact lenses and other aids, and on appropriate lighting conditions for reading and working; • refers patient to a specialist, where necessary; • carries out research with glass and lens manufacturers. <p>Related job titles:</p> <ul style="list-style-type: none"> • Ophthalmic optician • Optician • Optologist • Optometrist <p>Salary rates:</p>	RQF 6

	<p>Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383 Band 8a and equivalent: £40,028 Band 8b and equivalent: £46,625 Band 8c and equivalent: £56,104 Band 8d and equivalent: £66,582 Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016]</p>	
<p>2215 Dental practitioners</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • examines patient’s teeth, gums and jaw, using dental and x-ray equipment, diagnoses dental conditions; • assesses and recommends treatment options to patients; • administers local anaesthetics; • carries out clinical treatments, restores teeth affected by decay etc., treats gum disease and other disorders; • constructs and fits braces, inlays, dentures and other appliances; • supervises patient’s progress and advises on preventative action; • educates patients on oral health care; • refers patient to specialist, where necessary; • maintains patients’ dental health records; • prepares and delivers lectures, undertakes research, and conducts and participates in clinical trials. <p>Related job titles:</p> <ul style="list-style-type: none"> • Dental surgeon • Dentist • Orthodontist • Periodontist <p>Salary rates:</p> <p>Foundation year 1 (F1) (Hospital dental services) and equivalent: £30,433</p> <p>Foundation year 2 (F2) (Hospital dental</p>	<p>RQF 6</p>

	<p>services) and equivalent: £29,912</p> <p>[Source: Health Education England]</p> <p>Specialty registrar (StR) and equivalent: £36,100</p> <p>Specialty dentist: £37,547</p> <p>Band A posts (e.g. Community practitioner) and equivalent: £38,476</p> <p>Band B posts (e.g. Senior dental officer) and equivalent: £59,851</p> <p>Band C posts (e.g. Specialist / managerial posts) and equivalent: £71,608</p> <p>Consultant (Hospital dental services) and equivalent: £80,988</p> <p>[Source: NHS Employers Pay and Conditions (M&D) Circular 1/2016]</p>	
2216 Veterinarians	<p>Example job tasks</p> <ul style="list-style-type: none"> • examines animals, diagnoses condition and prescribes and administers appropriate drugs, dressings, etc., and arranges or undertakes any necessary x-ray or other tests; • inoculates animals against communicable diseases; • administers local or general anaesthetics and performs surgery; • investigates outbreaks of animal diseases and advises owners on feeding, breeding and general care; • euthanases old, sick, terminally ill and unwanted animals; • performs tasks relating to food safety policy, regulation of veterinary drugs, quality control of veterinary products; • performs ante-mortem inspection of animals destined for the food chain, and animal post-mortem examinations; • carries out expert witness work and undertakes teaching of veterinary students; • maintains records, raises and forwards 	RQF 6

	<p>reports and certificates in compliance with current legislation.</p> <p>Related job titles:</p> <ul style="list-style-type: none"> • Veterinarian • Veterinary practitioner • Veterinary surgeon <p>Salary rates: New entrant: £25,200</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 and 2016 equivalent data available)] Experienced worker: £32,300</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
2217 Medical radiographers	<p>Example job tasks</p> <ul style="list-style-type: none"> • uses a range of imaging devices for diagnostic and therapeutic purposes; • assesses patients and interprets clinical requirements to determine appropriate radiographic treatments; • verifies identity of patient and ensures that necessary preparations have been made for the examination/treatment; • decides length and intensity of exposure or strength of dosage of isotope; • positions patient and operates x-ray, scanning or fluoroscopic equipment; • maintains records of all radiographic/therapeutic work undertaken; • plans course of treatment with clinical oncologists and physicists; • calculates radiation dosage and maps volume to be treated; • explains treatment to patient and management of any side effects; • carries out post-treatment reviews and follow-ups. 	RQF 6

	<p>Related job titles:</p> <ul style="list-style-type: none"> • Medical radiographer • Radiographer • Sonographer • Therapeutic radiographer • Vascular technologist <p>Salary rates:</p> <p>Band 5 and equivalent: £21,909</p> <p>Band 6 and equivalent: £26,302</p> <p>Band 7 and equivalent: £31,383</p> <p>Band 8a and equivalent: £40,028</p> <p>Band 8b and equivalent: £46,625</p> <p>Band 8c and equivalent: £56,104</p> <p>Band 8d and equivalent: £66,582</p> <p>Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016]</p>	
2218 Podiatrists	<p>Example job tasks</p> <ul style="list-style-type: none"> • examines patient’s feet to determine the nature and extent of disorder; • provides vascular and neurological assessment for the long term management of chronic disorders and high risk patients; • administers local anaesthetic where appropriate; • treats conditions of the skin, nails and soft tissues of feet by minor surgery, massage and heat treatment, padding and strapping or drugs; • prescribes, makes and fits pads and other orthotic appliances to correct and/or protect foot disorders; • those with advanced training may carry out minor surgery on the feet; • advises patients on aspects of foot care to avoid recurrence of foot problems; • delivers foot health education to groups such as the elderly, children, the homeless, those with medical problems such as 	RQF 6

	<p>arthritis;</p> <ul style="list-style-type: none"> • refers patients who require further medical or surgical attention. <p>Related job titles:</p> <ul style="list-style-type: none"> • Chiropodist • Chiropodist-podiatrist • Podiatrist <p>Salary rates:</p> <p>Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383 Band 8a and equivalent: £40,028 Band 8b and equivalent: £46,625 Band 8c and equivalent: £56,104 Band 8d and equivalent: £66,582 Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016]</p>	
<p>2219 Health professionals not elsewhere classified</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • provides expert technical and technological support in the delivery of critical care; • provides high level support within surgical teams before, during and after surgery; • operate heart-lung machines during surgical procedures; • conducts medical education relevant to specialism and provides team leadership and supervision; • diagnoses and treats patients with a variety of hearing-related problems; • carries out a range of oral/dental treatments; • provides prosthetic devices to patients and advises on rehabilitation. <p>Related job titles:</p> <ul style="list-style-type: none"> • Audiologist • Dental hygiene therapist 	<p>RQF 6</p>

	<ul style="list-style-type: none"> • Dietician-nutritionist • Family planner • Occupational health adviser • Paramedical practitioner <p>Salary rates: Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383 Band 8a and equivalent: £40,028 Band 8b and equivalent: £46,625 Band 8c and equivalent: £56,104 Band 8d and equivalent: £66,582 Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016]</p>	
<p>2221 Physiotherapists</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • examines medical reports and assesses patient to determine the condition of muscles, nerves or joints in need of treatment; • writes up patients' case notes and reports, maintains their records and manages caseload; • plans and undertakes therapy to improve circulation, restore joint mobility, strengthen muscles and reduce pain; • explains treatment to and instructs patient in posture and other exercises and adapts treatment as necessary; • offers advice and education on how to avoid injury and promote patient's future health and well-being; • supervises physiotherapy assistants; • monitors patient's progress and liaises with others concerned with the treatment and rehabilitation of patient, and refers patients requiring other specific medical attention. <p>Related job titles:</p> <ul style="list-style-type: none"> • Electro-therapist 	<p>RQF 6</p>

	<ul style="list-style-type: none"> • Physiotherapist • Physiotherapy practitioner <p>Salary rates:</p> <p>Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383 Band 8a and equivalent: £40,028 Band 8b and equivalent: £46,625 Band 8c and equivalent: £56,104 Band 8d and equivalent: £66,582 Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016]</p>	
<p>2222 Occupational therapists</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • considers the physical, psychological and social needs of a patient that may result from illness, injury, congenital condition or lifestyle problems; • devises, designs, initiates and monitors carefully selected and graded treatments and activities as part of the assessment and intervention process; • liaises with a wide variety of other professionals in planning and reviewing ongoing treatments; • trains students and supervises the work of occupational therapy assistants; • makes home visits to clients, families and carers to organise support and rehabilitation and assist them to deal and cope with disability; • counsels clients in ways to promote a healthy lifestyle, prevention of illness and/or preparation for coping with increasing stages of illness; • maintains patient records, manages caseloads. <p>Related job titles:</p> <ul style="list-style-type: none"> • Occupational therapist 	<p>RQF 6</p>

	<p>Salary rates: Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383 Band 8a and equivalent: £40,028 Band 8b and equivalent: £46,625 Band 8c and equivalent: £56,104 Band 8d and equivalent: £66,582 Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016]</p>	
<p>2223 Speech and language therapists</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • assesses, tests and diagnoses a client's condition; • designs and initiates appropriate rehabilitation and/or remedial programmes of treatment; • treats speech and language disorders by coaching and counselling clients or through the use of artificial communication devices; • attends case conferences and liaises with other specialists such as doctors, teachers, social workers and psychologists; • counsels relatives to help cope with the problems created by a patient's disability; • writes reports and maintains client caseloads. <p>Related job titles:</p> <ul style="list-style-type: none"> • Language therapist • Speech and language therapist • Speech therapist <p>Salary rates: Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383 Band 8a and equivalent: £40,028 Band 8b and equivalent: £46,625 Band 8c and equivalent: £56,104 Band 8d and equivalent: £66,582 Band 9 and equivalent: £78,629</p>	<p>RQF 6</p>

	[Source: NHS Agenda for Change 2016]	
2229 Therapy professionals not elsewhere classified	<p>Example job tasks</p> <ul style="list-style-type: none"> • prescribes diet therapy and gives advice to patients, health care professionals and the public on dietetic and nutritional matters for those with special dietary requirements or to prevent illness amongst the general population; • diagnoses and treats disorders of vision and eye movements, monitors subsequent progress and recommends further optical, pharmacological or surgical treatment as required; • manipulates and massages patient to discover the cause of pain, relieve discomfort, restore function and mobility and to correct irregularities in body structure; • adopts a holistic approach in assessing the overall health of the patient, and treats by inserting needles under the skin at particular locations according to the disorder being treated; • administers aromatic herbs and oils and massage to relieve pain and restore health; • assesses and provides treatment for people with mental disabilities, or those suffering with mental illness, stress, and emotional and relationship problems; • diagnoses and treats behavioural problems in animals. <p>Related job titles:</p> <ul style="list-style-type: none"> • Art therapist • Chiropractor • Cognitive behavioural therapist • Dance movement therapist • Family therapist • Nutritionist • Osteopath • Psychotherapist 	RQF 6

	<p>Salary rates:</p> <p>Band 5 and equivalent: £21,909</p> <p>Band 6 and equivalent: £26,302</p> <p>Band 7 and equivalent: £31,383</p> <p>Band 8a and equivalent: £40,028</p> <p>Band 8b and equivalent: £46,625</p> <p>Band 8c and equivalent: £56,104</p> <p>Band 8d and equivalent: £66,582</p> <p>Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016]</p>	
2231 Nurses	<p>Example job tasks</p> <ul style="list-style-type: none"> • assists medical doctors and works with other healthcare professionals to deal with emergencies and pre-planned treatment of patients; • manages own case load; • monitors patient's progress, administers drugs and medicines, applies surgical dressings and gives other forms of treatment; • participates in the preparation for physical and psychological treatment of mentally ill patients; • plans duty rotas and organises and directs the work and training of ward and theatre nursing staff; • advises on nursing care, disease prevention, nutrition, etc. and liaises with hospital board/ management on issues concerning nursing policy; • plans, manages, provides and evaluates nursing care services for patients, supervises the implementation of nursing care plans; • delivers lectures and other forms of formal training relating to nursing practice. <p>Related job titles:</p> <ul style="list-style-type: none"> • District nurse • Health visitor 	RQF 6

	<ul style="list-style-type: none"> • Mental health practitioner • Nurse • Practice nurse • Psychiatric nurse • Staff nurse • Student nurse <p>Salary rates: Pre-registration candidate nurses (Band 3 and equivalent): £16,800 Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383 Band 8a and equivalent: £40,028 Band 8b and equivalent: £46,625 Band 8c and equivalent: £56,104 Band 8d and equivalent: £66,582 Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016]</p>	
2232 Midwives	<p>Example job tasks</p> <ul style="list-style-type: none"> • monitors condition and progress of patient and baby throughout pregnancy; • delivers babies in normal births and assists doctors with difficult deliveries; • monitors recovery of mother in postnatal period and supervises the nursing of premature and other babies requiring special attention; • advises on baby care, exercise, diet and family planning issues; • supervises more junior staff and directs the work of the midwifery unit; • plans and manages midwifery care services; • delivers lectures and other forms of training in midwifery practice. <p>Related job titles:</p> <ul style="list-style-type: none"> • Midwife • Midwifery sister <p>Salary rates:</p>	RQF 6

	<p>Pre-registration candidate midwives (Band 3 and equivalent): £16,800 Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383 Band 8a and equivalent: £40,028 Band 8b and equivalent: £46,625 Band 8c and equivalent: £56,104 Band 8d and equivalent: £66,582 Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016]</p>	
<p>2312 Further education teaching professionals</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • prepares, delivers and directs lectures, seminars and tutorials; • prepares, administers and marks examinations, essays and other assignments; • arranges instructional visits and periods of employment experience for students; <ul style="list-style-type: none"> • assists with the administration of teaching and the arranging of timetables; • liaises with other professional and commercial organisations to review course content. <p>Related job titles:</p> <ul style="list-style-type: none"> • FE College lecturer • Lecturer (further education) • Teacher (further education) • Tutor (further education) <p>Salary rates:</p> <p>Lecturer or equivalent (new entrant): £24,601 Senior lecturer / advanced teacher and equivalent: £32,778 Further education management / principal lecturer and equivalent: £36,524</p> <p>[Source: Teachers' national pay scales]</p>	<p>RQF 6</p>

<p>2314 Secondary education teaching professionals</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • prepares and delivers courses and lessons in accordance with curriculum requirements and teaches one or more subjects; • prepares, assigns and corrects exercises and examinations to record and evaluate students' progress; • prepares students for external examinations and administers and invigilates these examinations; • maintains records of students' progress and development; • supervises any practical work and maintains classroom discipline; • undertakes pastoral duties; • supervises teaching assistants and trainees; • discusses progress with student, parents and/or other education professionals; • assists with or plans and develops curriculum and rota of teaching duties. <p>Related job titles:</p> <ul style="list-style-type: none"> • Deputy head teacher (secondary school) • Secondary school teacher • Sixth form teacher • Teacher (secondary school) <p>Salary rates:</p> <p>Unqualified teachers and equivalent: £20,800</p> <p>Qualified teachers and equivalent: £22,022</p> <p>Post-threshold teachers and equivalent: £34,868</p> <p>Leadership group, assistant head teacher, principal teacher and equivalent: £38,214</p> <p>[Source: Teachers' national pay scales]</p>	<p>RQF 6</p>
<p>2315 Primary and nursery education</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • prepares and delivers courses and lessons 	<p>RQF 6</p>

<p>teaching professionals</p>	<p>in accordance with curriculum requirements and teaches a range of subjects;</p> <ul style="list-style-type: none"> • prepares, assigns and corrects exercises and examinations to record and evaluate students' progress; • prepares students for external examinations and administers and invigilates these examinations; • maintains records of students' progress and development; • supervises students and maintains classroom discipline; • teaches simple songs and rhymes, reads stories and organises various activities to promote language, social and physical development; • undertakes pastoral duties; • supervises teaching assistants and trainees; • discusses progress with student, parents and/or other education professionals; • assists with or plans and develops curriculum and rota of teaching duties. <p>Related job titles:</p> <ul style="list-style-type: none"> • Deputy head teacher (primary school) • Infant teacher • Nursery school teacher • Primary school teacher <p>Salary rates:</p> <p>Unqualified teachers and equivalent: £20,800</p> <p>Qualified teachers and equivalent: £22,022</p> <p>Post-threshold teachers and equivalent: £34,868</p> <p>Leadership group, assistant head teacher, principal teacher and equivalent: £38,214</p> <p>[Source: Teachers' national pay scales]</p>	
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<p>2316 Special needs education teaching professionals</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • creates a safe, stimulating and supportive learning environment for students; • assesses student’s abilities, identifies student’s needs and devises curriculum and rota of teaching duties accordingly; • gives instruction, using techniques appropriate to the student’s handicap; • develops and adapts conventional teaching methods to meet the individual student’s needs; • encourages the student to develop self-help skills to circumvent the limitations imposed by their disability; <ul style="list-style-type: none"> • prepares, assigns and corrects exercises to record and evaluate students’ progress; • supervises students in classroom and maintains discipline; • liaises with other professionals, such as social workers, speech and language therapists and educational psychologists; • updates and maintains students’ records to monitor development and progress; • discusses student’s progress with parents and other teaching professionals. <p>Related job titles:</p> <ul style="list-style-type: none"> • Deputy head teacher (special school) • Learning support teacher • Special needs coordinator • Special needs teacher <p>Salary rates:</p> <p>Unqualified teachers and equivalent: £20,800</p> <p>Qualified teachers and equivalent: £22,022</p> <p>Post-threshold teachers and equivalent: £34,868</p> <p>Leadership group, assistant head teacher, principal teacher and equivalent: £38,241</p> <p>[Source: Teachers’ national pay scales]</p>	<p>RQF 6</p>
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<p>2317 Senior professionals of educational establishments</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • considers staffing, financial, material and other short- and long-term needs; • arranges for evaluation of management, accounting, information storage and retrieval and other facilities; • provides administrative support to the academic team; • leads or contributes to decision making processes regarding curricula, budgetary, disciplinary and other matters; • controls administrative aspects of student admission, registration and graduation; • acts as secretary to statutory and other bodies/committees associated with the educational establishment; • drafts and interprets regulations and deals with queries and complaints procedures; • organises examinations, necessary invigilations and any security procedures required; • arranges for the preparation and publication of syllabuses and other official documents; • assists with recruitment, public relations and marketing activities; • coordinates and maintains quality assurance procedures. Related job titles: <ul style="list-style-type: none"> • Administrator (higher education, university) • Bursar • Head teacher (primary school) • Principal (further education) • Registrar (educational establishments) <p>Salary rates: New entrant: £27,400 Experienced worker: £41,100</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF 6</p>
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<p>2318 Education advisers and school inspectors</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • advises on all aspects of education and ensures that all statutory educational requirements are being met; • plans and advises on the provision of special schools for children with physical or learning disabilities; • appoints and controls teaching staff; • verifies that school buildings are adequately maintained; • arranges for the provision of school medical and meals services; • observes teaching, assesses learning level and discusses any apparent faults with teachers, heads of department and head teachers; • prepares reports on schools concerning teaching standards, educational standards being achieved, the spiritual, moral and social development of pupils, resource management etc. <p>Related job titles:</p> <ul style="list-style-type: none"> • Curriculum adviser • Education adviser • Education officer • School inspector <p>Salary rates: New entrant: £20,000</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £25,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF 6</p>
<p>2319 Teaching and other educational</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • designs and implements methods of 	<p>RQF 6</p>

<p>professionals not elsewhere classified</p>	<p>assessing the performance of students, co-ordinates and undertakes the evaluation of assessments and awards grades of merit based upon performance;</p> <ul style="list-style-type: none"> • co-ordinates the activities of private music and dancing schools, training centres and similar establishments; • provides private academic, vocational and other instruction to individuals or groups; • teaches English as a foreign language and assists in the tuition of foreign languages. <p>Related job titles:</p> <ul style="list-style-type: none"> • Adult education tutor • Education consultant • Music teacher • Nursery manager (day nursery) • Owner (nursery: children's) • Private tutor • TEFL <p>Salary rates: New entrant: £15,900</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £21,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>2412 Barristers and judges</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • becomes acquainted with the facts of a case through reading statements, law reports, and consulting with clients or other professionals; • advises client on the basis of legal knowledge, research and past precedent as to whether to proceed with legal action; • drafts pleadings and questions in 	<p>RQF 6</p>

	<p>preparation for court cases, appears in court to present evidence to the judge and jury, cross examines witnesses and sums up why the court should decide in their client's favour;</p> <ul style="list-style-type: none"> • hears, reads and evaluates evidence, and instructs or advises the jury on points of law or procedure; • conducts trials according to rules of procedure, announces the verdict and passes sentence and/or awards costs and damages. <p>Related job titles:</p> <ul style="list-style-type: none"> • Advocate • Barrister • Chairman (appeals tribunal, inquiry) • Coroner • Crown prosecutor • District judge <p>Salary rates: New entrant: £20,800 Pupillage: £20,800 Experienced worker (not pupillage): £33,700</p> <p>[Source: The Bar Council in 2011, uplifted based on national changes in earnings and the Tier 2 (General) minimum salary threshold]</p>	
2413 Solicitors	<p>Example job tasks</p> <ul style="list-style-type: none"> • draws up contracts, leases, wills and other legal documents; • undertakes legal business on behalf of client in areas of business law, criminal law, probate, conveyancing and litigation, and acts as trustee or executor if required; • instructs counsel in higher and lower courts and pleads cases in lower courts as appropriate; • scrutinises statements, reports and legal 	RQF 6

	<p>documents relevant to the case being undertaken and prepares papers for court;</p> <ul style="list-style-type: none"> • represents clients in court. <p>Related job titles:</p> <ul style="list-style-type: none"> • Managing clerk (qualified solicitor) • Solicitor • Solicitor-partner • Solicitor to the council <p>Salary rates: New entrant: £24,700</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £32,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>2419 Legal professionals not elsewhere classified</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • co-ordinates the activities of magistrates' courts and advises magistrates on law and legal procedure; • provides legal advice to individuals within Citizens Advice, Law Centres and other such establishments; • drafts and negotiates contracts on behalf of employers; • advises employers, local and national government and other organisations on aspects of law and legislative implications of decisions made; • represents public and private organisations in court as necessary. <p>Related job titles:</p> <ul style="list-style-type: none"> • Attorney • Justice's clerk • Lawyer • Legal adviser • Legal consultant 	<p>RQF 6</p>

	<ul style="list-style-type: none"> • Legal counsel • Solicitor’s clerk (articled) <p>Salary rates: New entrant: £36,600 Experienced worker: £48,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
2421 Chartered and certified accountants	<p>Example job tasks</p> <ul style="list-style-type: none"> • plans and oversees implementation of accountancy system and policies; • prepares financial documents and reports for management, shareholders, statutory or other bodies; • audits accounts and book-keeping records; • prepares tax returns, advises on tax problems and contests disputed claim before tax official; • conducts financial investigations concerning insolvency, fraud, possible mergers, etc.; • evaluates financial information for management purposes; • liaises with management and other professionals to compile budgets and other costs; • prepares periodic accounts, budgetary reviews and financial forecasts; • conducts investigations and advises management on financial <ul style="list-style-type: none"> • aspects of productivity, stock holding, sales, new products, etc. <p>Related job titles:</p> <ul style="list-style-type: none"> • Accountant (qualified) • Auditor (qualified) • Chartered accountant • Company accountant • Cost accountant (qualified) • Financial controller (qualified) 	RQF 6

	<ul style="list-style-type: none"> • Management accountant (qualified) <p>Salary rates: New entrant: £21,000 Experienced worker: £29,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>2423 Management consultants and business analysts</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • assesses the functions, objectives and requirements of the organisation seeking advice; • identifies problems concerned with business strategy, policy, organisation, procedures, methods and markets; • determines the appropriate method of data collection and research methodology, analyses and interprets information gained and formulates and implements recommendations and solutions; • advises governments, commercial enterprises, organisations and other clients in light of research findings; • runs workshops, and addresses seminars, conferences and the media to present results of research activity or to express professional views. <p>Related job titles:</p> <ul style="list-style-type: none"> • Business adviser • Business consultant • Business continuity manager • Financial risk analyst • Management consultant <p>Salary rates: New entrant: £22,900 Experienced worker: £30,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF 6</p>

<p>2424 Business and financial project management professionals</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • finds out what the client or company wants to achieve; • agrees timescales, costs and resources needed; • draws up a detailed plan for how to achieve each stage of the project; • selects and leads a project team; • negotiates with contractors and suppliers for materials and services; • ensures that each stage of the project is progressing on time, on budget and to the right quality standards; • reports regularly on progress to the client or to senior managers. <p>Related job titles:</p> <ul style="list-style-type: none"> • Chief knowledge officer • Contracts manager (security services) • Project manager • Research support officer <p>Salary rates: New entrant: £25,700 Experienced worker: £35,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF 6</p>
<p>2425 Actuaries, economists and statisticians</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • assesses the objectives and requirements of the organisation seeking advice; • uses a variety of techniques and theoretical principles to establish probability and risk in respect of e.g. life insurance or pensions; • uses appropriate techniques and theoretical principles to determine an appropriate method of data collection and research methodology, analyse and interpret information gained and formulate recommendations on issues such as future 	<p>RQF 6</p>

	<p>trends, improved efficiency;</p> <ul style="list-style-type: none"> • designs and manages surveys and uses statistical techniques in order to analyse and interpret the quantitative data collected; • provides economic or statistical advice to governments, commercial enterprises, organisations and other clients in light of research findings; • addresses seminars, conferences and the media to present results of research activity or to express professional views. <p>Related job titles:</p> <ul style="list-style-type: none"> • Actuarial consultant • Actuary • Economist • Statistician • Statistical analyst <p>Salary rates: New entrant: £28,600 Experienced worker: £35,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
2426 Business and related research professionals	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with production team to generate and develop ideas for film, television and radio programmes; • research sources for accurate factual material, finds suitable contributes to programmes or print features and deals with any copyright issues; • briefs presenters, scriptwriters or journalists as required via verbal or written reports; • provides administrative support for programme development such as booking facilities; • provides support to criminal intelligence or to military or other security operations 	RQF 6

	<p>by gathering and verifying intelligence data and sources;</p> <ul style="list-style-type: none"> • presents findings in the required format, via written reports or presentations; • researches images for clients in a wide range of media using specialist picture libraries and archives, museums, galleries etc., or commissions new images; • liaises with client on the appropriate image/s to be used; • deals with copyright issues and negotiates fees. <p>Related job titles:</p> <ul style="list-style-type: none"> • Crime analyst (police force) • Fellow (research) • Games researcher (broadcasting) • Inventor <p>Salary rates: New entrant: £20,000</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £27,500</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>2429 Business, research and administrative professionals not elsewhere classified</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • coordinates the organisation's services and resources, liaising with other senior staff; • analyses internal processes and systems, recommends and implements procedural and policy changes; • recruits and manages staff, assigns and delegates tasks and duties, makes changes in procedures to deal with variations in workload; • develops plans, sets objectives and 	<p>RQF 6</p>

	<p>monitors and evaluates performance;</p> <ul style="list-style-type: none"> • prepares and reviews operational and financial reports; • controls and administers budgets; • advises national and local government on the interpretation and implementation of policy decisions, acts and regulations, and provides technical assistance in the formulation of policy; • co-ordinates and directs the activities of Revenue and Customs offices, Job Centres, Benefits Agency offices and other local offices of national government; • registers and maintains records of all births, deaths and marriages in local authority area, issues appropriate certificates and reports any suspicious causes of death to the coroner; • negotiates and monitors contracted out services provided by the private sector to local government studies and acts upon any legislation that may affect the local authority. <p>Related job titles:</p> <ul style="list-style-type: none"> • Civil servant (grade 6, 7) • Company secretary (qualified) • Policy adviser (government) • Registrar (government) <p>Salary rates: New entrant: £27,300 Experienced worker: £32,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016</p>	
2431 Architect	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with client and other professionals to establish building type, style, cost limitations and landscaping requirements; • studies condition and characteristics of site, taking into account drainage, topsoil, 	RQF 6

	<p>trees, rock formations, etc.;</p> <ul style="list-style-type: none"> • analyses site survey and advises client on development and construction details and ensures that proposed design blends in with the surrounding area; • prepares detailed scale drawings and specifications for design and construction and submits these for planning approval; • monitors construction work in progress to ensure compliance with specifications. <p>Related job titles:</p> <ul style="list-style-type: none"> • Architect • Architectural consultant • Chartered architect • Landscape architect <p>Salary rates:</p> <p>Part 1 graduate: £21,600 Part 2 graduate: £23,800 Part 3 graduate / newly-registered architect with less than 3 years' experience since registration: £28,000 Experienced worker: £32,100</p> <p>[Source: Royal Institute of British Architects in 2011, uplifted based on national changes in earnings]</p>	
2432 Town planning officers	<p>Example job tasks</p> <ul style="list-style-type: none"> • analyses information to establish the nature, extent, growth rate and likely development requirements of the area; • consults statutory bodies and other interested parties to ensure that local interests are catered for and to evaluate competing development proposals; • drafts and presents graphic and narrative plans affecting the use of public and private land, housing and transport facilities; • examines and evaluates development proposals submitted and recommends acceptance, modification or rejection; 	RQF 6

	<ul style="list-style-type: none"> • liaises with national and local government and other bodies to advise on urban and regional planning issues. <p>Related job titles:</p> <ul style="list-style-type: none"> • Planning officer (local government: building and contracting) • Town planner • Town planning consultant <p>Salary rates: New entrant: £22,800 Experienced worker: £26,700</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	
2433 Quantity surveyor	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with client on project costs, formulates detailed cost plan and advises contractors and engineers to ensure that they remain within cost limit; • examines plans and specifications and prepares details of the material and labour required for the project; • prepares bills of quantities for use by contractors when tendering for work; • examines tenders received, advises client on the most acceptable and assists with preparation of a contract document; • measures and values work in progress and examines any deviations from original contract; • measures and values completed contract for authorisation of payment. <p>Related job titles:</p> <ul style="list-style-type: none"> • Quantity surveyor • Surveyor (quantity surveying) <p>Salary rates: New entrant: £23,400</p>	RQF 6

	<p>Experienced worker: £30,400</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	
2434 Chartered surveyor	<p>Example job tasks</p> <ul style="list-style-type: none"> • surveys, measures and describes land surfaces to establish property boundaries and to aid with construction or cartographic work; • surveys mines, prepares drawings of surfaces, hazards and other features to control the extent and direction of mining; • surveys buildings to determine necessary alterations and repairs; • measures shore lines, elevations and underwater contours, establishes high and low water marks, plots shore features and defines navigable channels. <p>Related job titles:</p> <ul style="list-style-type: none"> • Building surveyor • Chartered surveyor • Hydrographic surveyor • Land surveyor <p>Salary rates: New entrant: £23,100 Experienced worker: £29,100</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 6
2436 Construction project managers and related professional	<p>Example job tasks</p> <ul style="list-style-type: none"> • draws up budgets and timescales for new construction projects based on clients' requirements; • briefs project team, contractors and suppliers; • assembles information for invoicing at the end of projects; • plans work schedules for construction 	RQF 6

	<p>projects based on prior discussion with architects, surveyors etc.;</p> <ul style="list-style-type: none"> • hires and may supervise site staff, establishes temporary site offices, takes delivery of materials; • regularly inspects and monitors progress and quality of work, ensures legal requirements are met; • identifies defects in work and proposes corrections; • records, monitors and reports progress; • forecasts the impact on traffic and transport of new developments (e.g. shopping centre); <ul style="list-style-type: none"> • assesses schemes to manage traffic such as congestion charging and parking controls; • examines accident ‘blackspots’ to improve road safety; • writes reports for funding bids and planning authorities and acts as expert witness. <p>Related job titles:</p> <ul style="list-style-type: none"> • Contract manager (building construction) • Project manager (building construction) • Transport planner <p>Salary rates: New entrant: £22,800</p> <p>[Source: Annual Survey of Hours and Earnings 2015 (no 2015 equivalent data available)]</p> <p>Experienced worker: £25,500</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	
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2442 Social worker	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with other health and social care professionals and agencies to identify those in need and at risk within the local community; • interviews individuals and groups to assess and review the nature and extent of difficulties; • undertakes and writes up assessments to specified standards; • arranges for further counselling or assistance in the form of financial or material help; • organises support and develops care plans to address service users' needs; • keeps case records, prepares reports and participates in team meetings; • gives evidence in court; • participates in training and supervision. <p>Related job titles:</p> <ul style="list-style-type: none"> • Psychiatric social worker • Senior practitioner (local government: social services) • Social worker <p>Salary rates:</p> <p>Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383 Band 8a and equivalent: £40,028 Band 8b and equivalent: £46,625 Band 8c and equivalent: £56,104 Band 8d and equivalent: £66,582 Band 9 and equivalent: £78,629</p> <p>[Source: NHS Agenda for Change 2016</p>	RQF 6
2443 Probation officer	<p>Example job tasks</p> <ul style="list-style-type: none"> • produces pre-sentence reports to the court about an individual's crime, their personal circumstances, the suitability of 	RQF 6

	<p>sentencing, the likelihood of re-offending and the future risk to the public;</p> <ul style="list-style-type: none"> • enforces court orders and serves the public by providing a wide range of supervision programmes for those in receipt of a community sentence; • draws up probation plans with offenders and helps them follow it, advises them on any work and helps them with any family or social problems; • works with prisoners in giving advice on problems such as drug and alcohol abuse, addressing training needs, finding work and getting accommodation; • keeps accurate and comprehensive records. <p>Related job titles:</p> <ul style="list-style-type: none"> • Inspector (National Probation Service) • Probation officer • Youth justice officer <p>Salary rates: New entrant: £20,800 Experienced worker: £29,300</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	
<p>2449 Welfare professionals not elsewhere classified</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • provides activities to assist young people develop and fulfil their potential as individuals and within the community; • advises and supports families experiencing stress or crisis; • acts as an advocate for and represents individuals and families at tribunals and similar hearings; • oversees, supervises and provides counselling for the process of adoption; • mentors and counsels those with mental health problems; 	<p>RQF 6</p>

	<ul style="list-style-type: none"> • provides rehabilitation services to individuals; • manages volunteers and part-time workers, and liaises with other relevant professionals; • keeps records and controls budgets. <p>Related job titles:</p> <ul style="list-style-type: none"> • Children’s guardian • Rehabilitation officer • Social services officer • Youth worker (professional) <p>Salary rates: New entrant: £20,800</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £23,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
2451 Librarian	<p>Example job tasks</p> <ul style="list-style-type: none"> • selects and arranges for the acquisition of books, periodicals, audio-visual and other material; • collects, classifies and catalogues information, books and other material; • prepares and circulates abstracts, bibliographies, book lists, etc.; • identifies the information needs of clients, seeks out and evaluates information sources; • establishes information storage systems to deal with queries and to maintain up to date records; • manages library borrowing and inter-library loan facilities; • promotes library services through displays and talks 	RQF 6

	<ul style="list-style-type: none"> • provides learning and cultural experiences through events such as author talks, reading groups, formal and informal teaching. <p>Related job titles:</p> <ul style="list-style-type: none"> • Chartered librarian • Librarian • Technical librarian • University librarian <p>Salary rates: New entrant: £17,200</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £19,600</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
2452 Archivists and curator	<p>Example job tasks</p> <ul style="list-style-type: none"> • examines, appraises and advises on the acquisition of exhibits, historic records, government papers and other material; • classifies material and arranges for its safe keeping and preservation; • maintains indexes, bibliographies and descriptive details of archive material and arranges for reproductions of items where necessary; • examines objects to identify any damage and carries out necessary restoration whilst preserving original characteristics; • makes sure that storage and display conditions protect objects from deterioration and damage; • allows access to original material or material not on display for researchers; • develops and promotes ideas for exhibitions and displays; 	RQF 6

	<ul style="list-style-type: none"> • negotiates loans of material for specialist displays; • liaises with school and other groups or individuals, publicises exhibits and arranges special displays for general, specialised or educational interest; • answers verbal or written enquiries and gives advice on exhibits or other material. <p>Related job titles:</p> <ul style="list-style-type: none"> • Archivist • Conservator • Curator • Keeper (art gallery) • Museum officer <p>Salary rates: New entrant: £17,200 Experienced worker: £20,800</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	
2461 Quality control and planning engineer	<p>Example job tasks</p> <ul style="list-style-type: none"> • devises inspection, testing and evaluation methods for bought-in materials, components, semi-finished and finished products; • ensures accuracy of machines, jigs, fixtures, gauges and other manufacturing and testing equipment; • prepares work flow charts for individual departments and compiles detailed instructions on processes, work methods and quality and safety standards for workers; • analyses plans, drawings, specifications and safety, quality, accuracy, reliability and contractual requirements; • prepares plan of sequence of operations 	RQF 6

	<p>and completion dates for each phase of production or processing;</p> <ul style="list-style-type: none"> • oversees effective implementation of adopted processes, schedules and procedures. <p>Related job titles:</p> <ul style="list-style-type: none"> • Planning engineer • Quality assurance engineer • Quality control officer (professional) • Quality engineer <p>Salary rates: New entrant: £23,800 Experienced worker: £29,600</p> <p>[Source: Annual Survey of Hours and Earnings 2016</p>	
<p>2462 Quality assurance and regulatory professional</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • develops and implements visual, physical, functional or other appropriate measures and tests of quality; • analyses and reports upon the results of quality control tests to ensure that production remains within specification; • considers the impact of legislation upon specification requirements; • examines current operating procedures to determine how quality may be improved; • examines operating procedures to ensure the process and the product meet regulatory standards and implements changes necessary to ensure compliance. <p>Related job titles:</p> <ul style="list-style-type: none"> • Compliance manager • Financial regulator • <p>Patent attorney</p> <ul style="list-style-type: none"> • Quality assurance manager • Quality manager 	<p>RQF 6</p>

	<p>Salary rates: New entrant: £25,000 Experienced worker: £32,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016</p>	
<p>2463 Environmental health professional</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • inspects businesses for compliance with legislation on health and safety, food hygiene and food standards and takes appropriate action in the event of non-compliance; • follows up complaints of unsafe workplaces, investigating accidents; • investigates outbreaks of food poisoning, infectious diseases or pests; • monitors radiation activity, levels of noise, air, land and water pollution and takes appropriate action when safety levels are exceeded; • ensures animal welfare for compliance with legislation, issues licences for premises such as pet shops, zoos and abattoirs; • gives talks at public enquiries and meetings, ensures compliance through education, advice and enforcement; • initiates legal proceedings and gives evidence in court. <p>Related job titles:</p> <ul style="list-style-type: none"> • Air pollution inspector • Environmental health officer • Food inspector • Public health inspector • Technical officer (environmental health) <p>Salary rates: New entrant: £23,800</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	<p>RQF 6</p>

	<p>Experienced worker: £30,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016</p>	
2471 Journalists, newspaper and periodical editor	<p>Example job tasks</p> <ul style="list-style-type: none"> • determines subject matter and undertakes research by interviewing, attending public events, seeking out records, reviewing written work, attending film and stage performances etc.; • writes articles and features and submits draft manuscripts to newspaper, magazine, periodical or programme editor; • selects material for broadcast or publication, checks style, grammar, accuracy and legality of content and arranges for any necessary revisions; • liaises with production staff in checking final proof copies immediately prior to printing. <p>Related job titles:</p> <ul style="list-style-type: none"> • Broadcast journalist • Editor • Journalist • Radio journalist • Reporter <p>Salary rates: New entrant: £20,100</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £25,900</p> <p>[Source: Annual Survey of Hours and Earnings 2016</p>	RQF 6

<p>2472 Public relations professional</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • discusses issues of business strategy, products, services and target client base with senior colleagues to identify public relations requirements; • writes, edits and arranges for the effective distribution of press releases, newsletters and other public relations material; • addresses individuals, clients and other target groups through meetings, presentations, the media and other events to enhance the public image of an organisation; • develops and implements tools to monitor and evaluate the effectiveness of public relations exercises. <p>Related job titles:</p> <ul style="list-style-type: none"> • Account manager (public relations) • Information officer (public relations) • PR consultant • Press officer • Public relations officer <p>Salary rates: New entrant: £18,800 Experienced worker: £23,600</p> <p>[Source: Annual Survey of Hours and Earnings 2016</p>	<p>RQF 6</p>
<p>2473 Advertising accounts managers and creative director</p>	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with client to discuss product service to be marketed, defines target group and assesses the suitability of various media; • conceives advertising campaign to impart the desired product image in an effective and economical way; • reviews and revises campaign in light of sales figures, surveys, etc.; • stays abreast of 	<p>RQF 6</p>

	<p>changes in media, readership or viewing figures and advertising rates;</p> <ul style="list-style-type: none"> • arranges conferences, exhibitions, seminars, etc. to promote the image of a product, service or organisation. <p>Related job titles:</p> <ul style="list-style-type: none"> • Account manager (advertising) • Advertising Manager • Campaign Manager • Creative Director • Projects Manager (advertising) <p>Salary rates: New entrant: £20,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p> <p>Experienced worker: £28,300</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3213 Paramedic	<p>Example job tasks</p> <ul style="list-style-type: none"> • drives ambulance or accompanies driver to respond to calls for assistance at accidents, emergencies and other incidents; • assesses the nature of injuries, provides first aid treatment and ascertains appropriate method of conveying patient; • resuscitates and/or stabilises patient using relevant techniques, equipment and drugs; • transports and accompanies patients who either require or potentially require skilled treatment whilst travelling; • briefs other medical staff when handing over the patient, and completes patient report forms describing the patient's condition and any treatment provided. <p>Related job titles:</p> <ul style="list-style-type: none"> • Ambulance paramedic 	RQF 6

	<ul style="list-style-type: none"> • Emergency care practitioner • Paramedic • Paramedic-ECP <p>Salary rates: Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383</p> <p>[Source: NHS Agenda for Change 2016</p>	
3415 Musician	<p>Example job tasks</p> <ul style="list-style-type: none"> • conceives and writes original music; • tunes instrument and studies and rehearses score; • plays instrument as a soloist or as a member of a group or orchestra; • scores music for different combinations of voices and instruments to produce desired effect; • auditions and selects performers and rehearses and conducts them in the performance of the composition. <p>Related job titles:</p> <ul style="list-style-type: none"> • Composer • Musician • Organist • Pianist • Song writer • Violinist <p>Salary rates: New entrant: £18,600 Experienced worker: £24,200</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)</p>	RQF 6
3416 Arts officers, producers and director	<p>Example job tasks</p> <ul style="list-style-type: none"> • chooses writers, scripts, technical staff and performers, and assumes overall responsibility for completion of project on 	RQF 6

	<p>time and within budget;</p> <ul style="list-style-type: none"> • directs actors, designers, camera team, sound crew and other production and technical staff to achieve desired effects; • breaks script into scenes and formulates a shooting schedule that will be most economical in terms of time, location and sets; • prepares rehearsal and production schedule for main events, design of sets and costumes, technical rehearsals and dress rehearsals; • ensures necessary equipment, props, performers and technical staff are on set when required; • manages health and safety issues; • selects, contracts, markets and arranges for the presentation and/or distribution of performance, visual and heritage arts. <p>Related job titles:</p> <ul style="list-style-type: none"> • Film editor • Production assistant (broadcasting) • Studio manager • Television producer • Theatrical agent <p>Salary rates: New entrant: £25,000 Experienced worker: £29,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016</p>	
3512 Aircraft pilots and flight engineer	<p>Example job tasks</p> <ul style="list-style-type: none"> • studies flight plan, discusses it with flight deck crew and makes any necessary adjustments; • directs or undertakes routine checks on engines, instruments, control panels, cargo distribution and fuel supplies; • directs or undertakes the operation of controls to fly aeroplanes and helicopters, 	RQF 6

	<p>complying with air traffic control and aircraft operating procedures;</p> <ul style="list-style-type: none"> • monitors fuel consumption, air pressure, engine performance and other indicators during flight and advises pilot of any factors that affect the navigation or performance of the aircraft; • maintains radio contact and discusses weather conditions with air traffic controllers; • performs specified tests to determine aircraft's stability, response to controls and overall performance; • accompanies pupil on training flights and demonstrates flying techniques. <p>Related job titles:</p> <ul style="list-style-type: none"> • Airline pilot • First officer (airlines) • Flight engineer • Flying instructor • Helicopter pilot <p>Salary rates: New entrant: £33,100 Experienced worker: £69,600</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	
3532 Broker	<p>Example job tasks</p> <ul style="list-style-type: none"> • advises client on the suitability of particular insurance schemes and places insurance on behalf of client; • discusses buying and or selling requirements of client and gives advice accordingly; • analyses information concerning market trends for commodities, financial assets and foreign exchange and advises client and employer on the suitability of a particular investment; 	RQF 6

	<ul style="list-style-type: none"> • records and transmits buy and sell orders for stocks, shares and bonds and calculates transaction costs; • provides independent advice on the suitability of insurance schemes and places insurance on behalf of client; • arranges for the production of auction catalogues, fixes reserve prices, attends auction and bids on behalf of client, or negotiates purchase/sale by private treaty of goods not sold at auction; • obtains cargo space, fixes freight charges and signs and issues bills of loading; • collects freight charges from client and undertakes all necessary formalities concerning customs and the loading/unloading of cargo. <p>Related job titles:</p> <ul style="list-style-type: none"> • Foreign exchange dealer • Insurance broker • Investment administrator • Stockbroker • Trader (stock exchange) <p>Salary rates: New entrant: £19,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p> <p>Experienced worker: £44,100</p> <p>[Source: Annual Survey of Hours and Earnings 2015 (no 2016 equivalent data available)]</p>	
3534 Finance and investment analysts and adviser	<p>Example job tasks</p> <ul style="list-style-type: none"> • predicts the likely long- and short-term future performance of securities and other financial products and advises upon what will be an appropriate investment for their clients; 	RQF 6

	<ul style="list-style-type: none"> • analyses the financial position of clients, taking into account outgoings, dependants and commitments; • advises on the relative merits of pension schemes, insurance policies and mortgages that best meet the needs of clients given their personal circumstances; • monitors information on the socio-economic environment and interprets the implications of such information for their clients; • prepares summary reports of findings for fund managers; • keeps up to date with financial products, legislation and requirements for compliance with the relevant regulatory authority; • identifies and attracts new clients by arranging visits and explaining the benefits of financial products. <p>Related job titles:</p> <ul style="list-style-type: none"> • Financial adviser • Financial analyst • Financial consultant • Mortgage adviser • Pensions consultant <p>Salary rates: New entrant: £22,200 Experienced worker: £27,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016</p>	
3535 Taxation expert	<p>Example job tasks</p> <ul style="list-style-type: none"> • examines accounts of industrial, commercial and other establishments to determine their tax liability and makes adjustments to claims where necessary; • considers particular problems concerning all forms of personal and company taxation; • stays abreast of all changes in tax law and 	RQF 6

	<p>precedent;</p> <ul style="list-style-type: none"> • discusses disputed cases with accountants and other specialists; • represents Government, client or employer in contested claims before tax officials or an independent tribunal. <p>Related job titles:</p> <ul style="list-style-type: none"> • Tax adviser • Tax consultant • Tax inspector • Taxation specialist <p>Salary rates: New entrant: £19,800</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £35,300</p> <p>[Source: Annual Survey of Hours and Earnings 2016</p>	
3538 Financial accounts manager	<p>Example job tasks</p> <ul style="list-style-type: none"> • develops and manages business accounts to increase sales of financial products; • takes responsibility for the efficient and effective operation of several business accounts; • manages teams handling insurance claims; • checks customers' credit rating with banks and credit reference agencies, and decides whether to offer credit; • establishes terms of credit and ensures timely payment by customer, renegotiates payment terms and initiates legal action to recover debts if necessary; • carries out and/or supervises general accounting and administrative work. <p>Related job titles: • Accounts manager</p>	RQF 6

	<ul style="list-style-type: none"> • Audit manager • Credit manager • Fund manager • Relationship manager (bank) <p>Salary rates: New entrant: £21,500 Experienced worker: £27,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016</p>	
3545 Sales accounts and business development manager	<p>Example job tasks</p> <ul style="list-style-type: none"> • liaises with other senior staff to determine the range of goods or services to be sold, contributes to the development of sales strategies and setting of sales targets; • discusses employer's or client's requirements, carries out surveys and analyses customers' reactions to product, packaging, price, etc.; • compiles and analyses sales figures, prepares proposals for marketing campaigns and promotional activities and undertakes market research; • handles customer accounts; • recruits and trains junior sales staff; • produces reports and recommendations concerning marketing and sales strategies for senior management; • keeps up to date with products and competitors. Related job titles: • Account manager (sales) • Area sales manager • Business development manager • Product development manager • Sales manager <p>Salary rates: New entrant: £25,100 Experienced worker: £33,300</p> <p>[Source: Annual Survey of Hours and</p>	RQF 6

	Earnings 2016	
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Table 3 – Occupations skilled to Regulated Qualifications Framework (RQF) level 4 and above

SOC Code and description		Skill Level
All occupations in Table 1	As	PhD
All occupations in Table 2	As	RQF 6
1211 Managers and proprietors in agriculture and horticulture	<p>Example job tasks:</p> <ul style="list-style-type: none"> • determines financial, staffing and other short and long-term needs; • produces and maintains records of production, finance and breeding; • decides or advises on the types of crops and/or produce to be grown or livestock raised; • plans intensity and sequence of farm or horticultural operations and orders seed, fertiliser, equipment and other supplies; • markets and arranges for the sale of crops, livestock and other farm or horticultural produce. <p>Related job titles:</p> <ul style="list-style-type: none"> • Farm manager • Farm owner • Nursery manager (horticulture) <p>Salary rates: New entrant: £18,300 Experienced worker: £21,500</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 4
1213 Managers	Example job tasks:	RQF 4

<p>and proprietors in forestry, fishing and related services</p>	<ul style="list-style-type: none"> • determines financial, staffing and other short- and long-term needs; • manages and trains staff; • decides, or advises on, type of animal to be bred and/or trained, and selects, buys and trains animals accordingly; • plans and directs the establishment and maintenance of forest /woodland areas and regularly inspects forest work; • liaises with neighbouring landowners, contractors and local authorities; • oversees facilities such as visitor centres, nature trails, footpaths, etc.; • selects suitable breeding grounds for shellfish, sea and freshwater fish and purchases stock; • arranges rearing and feeding and ensures health of fish stocks; • oversees maintenance of equipment and fish habitats; • plans fishing voyages, maintains vessel/s and equipment and oversees operational safety; • arranges for sale of catch, liaises with onshore agents; • ensures observance of maritime laws and international fishing regulations. <p>Related job titles:</p> <ul style="list-style-type: none"> • Cattery owner • Forest manager • Racehorse trainer <p>Salary rates: New entrant: £18,300 Experienced worker: £23,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>1241 Health care practice</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • plans work schedules, assigns tasks and delegates responsibilities of practice staff; 	<p>RQF 4</p>

managers	<ul style="list-style-type: none"> • oversees staff training and monitors training needs; • takes responsibility for health and safety matters within the practice; • negotiates contracts for services with other health care providers and purchasers; • maintains patient files on medical history, consultations made and treatment undertaken and/or drugs prescribed; • organises duty rosters for professional and support staff in practice; • takes responsibility for stock control of practice equipment, drugs etc.; • liaises with relevant outside organisations (e.g. NHS trust, PCT, social services, drug companies, professional bodies); • responsible for budgeting, pricing and accounting activities within the practice. <p>Related job titles:</p> <ul style="list-style-type: none"> • Clinic manager • GP practice manager • Veterinary practice manager <p>Salary rates: New entrant: £19,600</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £25,300 [Source: Annual Survey of Hours and Earnings 2016]</p>	
1242 Residential, day and domiciliary care managers and proprietors	<p>Example job tasks:</p> <ul style="list-style-type: none"> • determines staffing, financial, material and other short- and long-term requirements; • plans work schedules, assigns tasks and delegates responsibilities to staff; • arranges for payment of bills, keeps accounts and adheres to health, safety and other statutory requirements; 	RQF 4

	<ul style="list-style-type: none"> • maintains contact between service users and the local community and/or family and friends; • assesses service users' needs and ensures they have access to health and social care services as required; <ul style="list-style-type: none"> • creates a friendly, secure atmosphere to gain the trust and confidence of those using the service; • ensures that the physical comfort and all material needs of service users are provided and attempts to resolve problems that may arise. <p>Related job titles:</p> <ul style="list-style-type: none"> • Care manager • Day centre manager • Nursing home owner • Residential manager (residential home) <p>Salary rates: New entrant: £21,100 Experienced worker: £25,500</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
1251 Property, housing and estate managers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • determines staffing, financial, material and other short- and long-term requirements; • manages general upkeep, maintenance and security of the estate's amenities; • makes sure that the amenities meet health and safety standards and legal requirements; • advises on energy efficiency; • discusses client's requirements and may advise client on the purchase of property and land for investment and other purposes; • conducts or arranges for structural surveys of properties and undertakes any necessary valuations of property or agricultural land, and deals with grant and subsidy applications; • negotiates land or property purchases and 	RQF 4

	<p>sales or leases and tenancy agreements and arranges legal formalities with solicitors, building societies and other parties;</p> <ul style="list-style-type: none"> • maintains or arranges for the maintenance of estate accounts and records and produces financial forecasts; • acts as arbiter in disputes between landlord and tenant and ensures that both fulfil their legal obligations; • examines and assesses housing applications, advises on rent levels, investigates complaints and liaises with tenants' association and social workers to resolve any family problems. <p>Related job titles:</p> <ul style="list-style-type: none"> • Estate manager • Facilities manager • Landlord (property management) • Property manager <p>Salary rates: New entrant: £19,400</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £25,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
1255 Waste disposal and environmental services managers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • determines staffing, financial, material and other short- and long-term requirements; • manages and delegates tasks to staff and co-ordinates the maintenance and optimum utilisation of waste disposal and related equipment to provide an efficient service; • monitors levels of waste disposal, recycling and related environmental services, compiles statistics and produces reports; • liaises with members of the local community 	RQF 4

	<p>to educate and promote the concept of recycling and appropriate waste management;</p> <ul style="list-style-type: none"> • keeps up to date with new legislation and liaises with appropriate regulatory bodies to ensure compliance with legislation regarding waste disposal and environmental services; • co-ordinates the resources and activities relating to the procurement, collection, storage, processing and sale of scrap metal and related products. <p>Related job titles: • Environmental manager (refuse disposal) • Manager (local government: cleansing dept.)</p> <ul style="list-style-type: none"> • Recycling plant manager • Scrap metal dealer <p>Salary rates: New entrant: £18,200 Experienced worker: £28,300</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	
<p>1259 Managers and proprietors in other services not elsewhere</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • determines staffing, financial, material and other short- and long-term requirements; • ensures that adequate reserves of merchandise are held and that stock keeping is carried out efficiently; <ul style="list-style-type: none"> • authorises payment for supplies received and decides on vending price and credit terms; • examines quality of merchandise and ensures that effective use is made of advertising and display facilities; <ul style="list-style-type: none"> • manages agencies to provide services outsourced by other organisations and businesses; • ensures maintenance of appropriate service levels to meet the objectives of the business. 	<p>RQF 4</p>

	<p>Related job titles:</p> <ul style="list-style-type: none"> • Betting shop manager • Graphic design classified manager • Library manager • Plant hire manager • Production manager (entertainment) <p>Salary rates: New entrant: £18,000 Experienced worker: £23,600</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>2435 Chartered architectural technologists</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • develops construction project briefs and design programmes; • advises clients on methods of project procurement and forms of contract; • advises on environmental, regulatory and legal requirements and assesses environmental impact; • prepares and presents design proposals and manages and coordinates design team; • monitors compliance with design, statutory and professional requirements, undertakes stage inspections; • administers contracts and certification and manages project handover; • evaluates and advises on refurbishment, recycling and deconstruction of buildings; • manages health and safety and carries out design stage risk assessments. <p>Related job tasks:</p> <ul style="list-style-type: none"> • Architectural technologist <p>Salary rates: New entrant: £22,800 Experienced worker: £28,500</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data</p>	<p>RQF 4</p>

	available)]	
3116 Planning, process and production technicians	<p>Example job tasks:</p> <ul style="list-style-type: none"> • supports planning and production engineers in assessing existing and alternative production methods; • works from, and helps implement, professional engineers' drawings and specifications for equipment and layout, and helps implement modifications required for existing plant machinery/layout; • works with engineers on production control methods to monitor operational efficiency and helps to eliminate potential hazards and bottlenecks in production; • liaises with materials buying, storing and controlling departments to ensure a steady flow of supplies; • supports professional engineers in reviewing safety, quality, accuracy, reliability and contractual requirements; • supports implementation of plans of sequence of operations and completion dates for each phase of production or processing; • ensures implementation of inspection, testing and evaluation methods for bought-in materials, components, semi-finished and finished products; • ensures accuracy of manufacturing and testing equipment; • ensures effective completion and implementation of detailed instructions on processes, work methods and quality and safety standards for workers. <p>Related job titles:</p> <ul style="list-style-type: none"> • Process technician • Production controller • Production planner • Production technician <p>Salary rates: New entrant: £19,800</p>	RQF 4

	<p>Experienced worker: £23,400</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	
<p>3121 Architectural and town planning technicians</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • investigates proposed design with regard to practicality, cost and use; • prepares building plans, drawings and specifications for use by contractors; • liaises with engineers and building contractors regarding technical construction problems and attends site meetings on behalf of architect; • surveys land and property uses and prepares report for planning authority; • issues development permits as authorised; • checks that completed work conforms to specifications. <p>Related job titles:</p> <ul style="list-style-type: none"> • Architectural assistant • Architectural technician • Construction planner • Planning enforcement officer <p>Salary rates: New entrant: £19,500</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £24,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 4
<p>3131 IT operations technicians</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • administers, monitors and supports internal/external networks, servers, email, database and security systems; 	RQF 4

	<ul style="list-style-type: none"> • configures and sets up new server systems; • schedules and performs system maintenance tasks, such as loading user applications, programs and data; • analyses systems and makes recommendations to improve performance; • identifies problems, agrees remedial action and undertakes emergency maintenance if required; • performs server backup and recovery operations and restarts systems following outages; • acts as a liaison between users, outside suppliers, and other technical teams. <p>Related job titles:</p> <ul style="list-style-type: none"> • Computer games tester • Database administrator • IT technician • Network administrator • Systems administrator <p>Salary rates: New entrant: £18,200 Experienced worker:</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3218 Medical and dental technicians	<p>Example job tasks:</p> <ul style="list-style-type: none"> • operates equipment to diagnose and record or treat hearing, heart, brain, lung and kidney ailments; • undertakes scaling and polishing of teeth, applies medicaments, carries out post-operative hygiene work and advises on preventative dentistry; • makes dentures, crowns, bridges, orthodontic and other dental appliances according to individual patient requirements; • measures patients for, and fits them with, surgical appliances, hearing aids and artificial limbs; • performs related medical tasks including 	RQF 4

	<p>treating hair and scalp disorders and conducting tests on glaucoma patients;</p> <ul style="list-style-type: none"> • takes samples for clinical examination. <p>Related job titles:</p> <ul style="list-style-type: none"> • Cardiographer • Dental hygienist • Dental technician • Medical technical officer • Orthopaedic technician <p>Salary rates:</p> <p>Band 3 and equivalent: £16,800 Band 4 and equivalent: £19,217 Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383</p> <p>[Source: NHS Agenda for Change 2016]</p>	
<p>3219 Health associate professionals not elsewhere classified</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • prescribes diet therapy and gives advice to patients, health care professionals and the public on dietetic and nutritional matters for those with special dietary requirements or to prevent illness; • diagnoses and treats disorders of vision and eye movements, • monitors subsequent progress and recommends further optical, pharmacological or surgical treatment as required; • manipulates and massages patient to discover the cause of pain, relieve discomfort, restore function and mobility and to correct irregularities in body structure; <ul style="list-style-type: none"> • inserts needles under the skin, administers aromatic herbs and oils and massages body to relieve pain and restore health; • advises and prescribes in areas of complementary and alternative medicine. <p>Related job titles:</p> <ul style="list-style-type: none"> • Acupuncturist • Homeopath 	<p>RQF 4</p>

	<ul style="list-style-type: none"> • Hypnotherapist • Massage therapist • Reflexologist • Sports therapist <p>Salary rates: Band 3 and equivalent: £16,800 Band 4 and equivalent: £19,217 Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,302 Band 7 and equivalent: £31,383</p> <p>[Source: NHS Agenda for Change 2016]</p>	
<p>3319 Protective service associate professionals not elsewhere classified</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines, weighs and counts goods imported by ship or aircraft, ensures that the declared value of goods is satisfactory and that duties and taxes have been paid; • examines passports, visas, work permits and other immigration documents, and allows or refuses entry into the UK; • maintains revenue control at breweries, tobacco factories and other premises where dutiable goods are manufactured, processed or stored; • visits racecourses, greyhound stadiums and betting shops to ensure compliance with legal requirements; • broadcasts information on weather and maritime conditions, monitors shipping and provides instruction to navigators; • receives distress messages, alerts other appropriate rescue services and participates in search and rescue operations; • photographs, fingerprints and undertakes other forms of forensic examination at the scene of a crime; • analyses security requirements, advises clients, and develops, monitors and improves security measures; • supervises and assigns duties to security and detection staff. 	<p>RQF 4</p>

	<p>Related job titles:</p> <ul style="list-style-type: none"> • Customs officer • Immigration officer • Operations manager (security services) • Scenes of crime officer • Security manager <p>Salary rates: New entrant: £22,100 Experienced worker: £28,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3411 Artists	<p>Example job tasks:</p> <ul style="list-style-type: none"> • conceives and develops ideas and ways of working for artistic composition; • selects appropriate materials, medium and method; • prepares sketches, scale drawings or colour schemes; • builds up composition into finished work by carving, sculpting, etching, painting, engraving, drawing, etc.; • approaches managers of galleries and exhibitions in order to get finished work displayed; • uses artistic skills to restore damaged artworks; • liaises with writers and publishers to produce book illustrations; • markets and sells finished work directly to customers; • produces works on commission basis for clients. <p>Related job titles:</p> <ul style="list-style-type: none"> • Artist • Illustrator • Portrait painter • Sculptor 	RQF 4

	<p>Salary rates: New entrant: £18,600</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £23,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>3412 Authors, writers and translators</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • determines subject matter and researches as necessary by interviewing, attending public events, seeking out records, observing etc.; • generates and develops creative ideas for literary material; • selects material for publication, checks style, grammar and accuracy of content, arranges for any necessary revisions and checks proof copies before printing; • negotiates contracts with freelance agents and with buyer on behalf of writer; • writes instruction manuals and user guides, technical reports, catalogues and indexes, prepares sales literature and writes technical articles for trade journals; • converts documents or spoken statements from original or source language into another language; • provides communication support for the hard of hearing or the visually impaired. <p>Related job titles:</p> <ul style="list-style-type: none"> • Copywriter • Editor (books) • Interpreter • Technical author • Translator • Writer <p>Salary rates:</p>	<p>RQF 4</p>

	<p>New entrant: £18,600 Experienced worker: £22,800</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	
3413 Actors, entertainers and presenters	<p>Example job tasks:</p> <ul style="list-style-type: none"> • studies script, play or book and prepares and rehearses interpretation; • assumes character created by a playwright or author and communicates this to an audience; • performs singing, comedy, acrobatic, illusion and conjuring routines; • trains animals to perform entertaining routines and may perform with them; • introduces and presents radio and television programmes, reads news bulletins and makes announcements; • conducts interviews and prepares reports for news broadcasts, current affairs programmes and documentaries; • plays pre-recorded music at nightclubs, discotheques, and private functions. <p>Related job titles:</p> <ul style="list-style-type: none"> • Actor • Disc jockey • Entertainer • Presenter (broadcasting) • Singer <p>Salary rates: New entrant: £18,600 Experienced worker: £24,200</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	RQF 4
3414 Dancers and choreographers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • builds and maintains stamina, physical strength, agility and general health through 	RQF 4

	<p>fitness exercises and healthy eating;</p> <ul style="list-style-type: none"> • attends rehearsals to develop and practice dance routines for performance; • participates in dance performance; • demonstrates and directs dance moves, monitors and analyses technique and performance, and determines how improvements can be made. <p>Related job titles:</p> <ul style="list-style-type: none"> • Ballet dancer • Choreographer • Dancer Dance teacher <p>Salary rates: New entrant: £18,600 Experienced worker: £24,200</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	
3422 Product, clothing and related designers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • liaises with client to determine the purpose, cost, technical specification and potential uses/users of product; • undertakes research to determine market trends, production requirements, availability of resources and formulates design concepts; • prepares sketches, designs, patterns or prototypes for textiles, clothing, footwear, jewellery, fashion accessories, set props, wigs, ceramics, plastics, motor vehicles, domestic appliances and engineering products; • prepares sketches, designs, mock-ups and storyboards for consideration by theatre/film director or client; • submits design to management, sales department or client for approval, communicates design rationale and makes any necessary alterations; • specifies materials, production method and finish for aesthetic or functional effect, and 	RQF 4

	<p>oversees production of sample and/or finished product;</p> <ul style="list-style-type: none"> • observes and manages intellectual property issues. <p>Related job titles:</p> <ul style="list-style-type: none"> • Design consultant • Fashion designer • Furniture designer • Interior designer • Kitchen designer • Textile designer <p>Salary rates: New entrant: £19,700 Experienced worker: £23,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3513 Ship and hovercraft officers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • allocates duties to ship’s officers and coordinates and directs the activities of deck and engine room ratings; • directs or undertakes the operation of controls to inflate air cushions, run engines and propel and steer ships, hovercraft and other vessels; • locates the position of vessel using electronic and other navigational aids such as charts and compasses and advises on navigation where appropriate; • monitors the operation of engines, generators and other mechanical and electrical equipment and undertakes any necessary minor repairs; • maintains radio contact with other vessels and coast stations; • prepares watch keeping rota and maintains a look-out for other vessels or obstacles; • maintains log of vessel’s progress, weather conditions, conduct of crew, etc. 	RQF 4

	<p>Related job titles:</p> <ul style="list-style-type: none"> • Chief engineer (shipping) • Marine engineer (shipping) • Merchant navy officer • Petty officer • Tug master • Yacht skipper <p>Salary rates: New entrant: £33,100 Experienced worker: £51,500</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	
<p>3531 Estimators, valuers and assessors</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines plans, drawings, specifications, parts lists, etc. and specifies the materials and components required; <ul style="list-style-type: none"> • assesses condition, location, desirability and amenities of property to be valued; • assesses costs of materials, labour and other factors such as required profit margins, transport costs, tariffs and fare structures, possible hazards, etc.; • prepares comprehensive estimates of time and costs and presents these in report or tender form; <ul style="list-style-type: none"> • examines insurance documents to assess extent of liability and gathers information about incident from police, medical records, ship's log, etc. and investigates potential fraudulent claims. <p>Related job titles:</p> <ul style="list-style-type: none"> • Claims assessor • Claims investigator • Engineering surveyor • Estimator • Loss adjuster • Valuer 	<p>RQF 4</p>

	<p>Salary rates: New entrant: £18,700 Experienced worker: £23,900</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3537 Financial and accounting technicians	<p>Example job titles:</p> <ul style="list-style-type: none"> • maintains profit and loss accounts, budgets, cash flow forecasts and other accounting records; • produces, collates and reports financial information for managers; • liaises with clients to ensure that payments are made on time and credit limits are not exceeded; • ensures invoices and payments are correct and sent out on time; • monitors accounting systems to determine accounts are being maintained effectively and provides information on accounting practices to auditors. <p>Related job titles:</p> <ul style="list-style-type: none"> • Accounting technician • Business associate (banking) • Financial controller • Insolvency administrator • Managing clerk (accountancy) <p>Salary rates: New entrant: £21,500 Experienced worker: £28,800</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	RQF 4
3539 Business and related associate professionals not elsewhere	<p>Example job titles:</p> <ul style="list-style-type: none"> • studies particular department or problem area and assesses its interrelationships with other activities; • studies work methods and procedures by 	RQF 4

classified	<p>measuring work involved and computing standard times for specified activities, and produces report detailing suggestions for increasing efficiency and lowering costs;</p> <ul style="list-style-type: none"> • analyses project components, organises them into a logical sequence and establishes the minimum time required for the project; • purchases services, receives payment from clients, processes contracts and deals with contractual arrangements; • canvasses political opinion, writes and distributes leaflets, writes and distributes press releases and other such material to promote the image and policies of a political party or election candidate, arranges fund raising activities, and organises and participates in election campaigns. <p>Related job titles:</p> <ul style="list-style-type: none"> • Business systems analyst • Data analyst • Marine consultant • Planning assistant • Project administrator • Project coordinator <p>Salary rates: New entrant: £17,700 Experienced worker: £21,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3541 Buyers and procurement officers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • attends trade fairs, shows and demonstrations to research new product lines and suppliers, checks catalogues; • keeps up with market trends and chooses products/services; • assesses budgetary limitations and customer requirements and decides on quantity, type, range and quality of goods or services to be bought; 	RQF 4

	<ul style="list-style-type: none"> • assesses bids from suppliers, finds suppliers and negotiates prices; • helps negotiate contract with supplier and specifies details of goods or services required; <ul style="list-style-type: none"> • looks at ways to improve supply networks, presents new ideas to senior management team; • ensures that delivered items comply with order, monitors quality of incoming goods and returns unsatisfactory or faulty items, monitors performance and makes sure targets are met; • supervises clerical, administrative and warehouse distribution staff, deals with recruitment and training; • works closely with merchandisers who allocate stock and develop sales forecasts; <ul style="list-style-type: none"> • maintains records and prepares reports as necessary. <p>Related job titles:</p> <ul style="list-style-type: none"> • Buyer • Procurement officer • Purchasing consultant <p>Salary rates: New entrant: £20,800 Experienced worker: £25,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3543 Marketing associate professionals	<p>Example job tasks</p> <ul style="list-style-type: none"> • discusses business methods, products or services and targets customer group with employer or client in order to identify marketing requirements; <ul style="list-style-type: none"> • establishes an appropriate quantitative and qualitative market research methodology and prepares proposals outlining programmes of work and details of costs; • collates and interprets findings of market research and presents results to clients; • discusses possible changes that need to be 	RQF 4

	<p>made in terms of design, price, packaging, promotion etc. in light of market research with appropriate departments;</p> <ul style="list-style-type: none"> • briefs advertising team on client requirements, monitors the progress of advertising campaigns and liaises with client on potential modifications. <p>Related job titles:</p> <ul style="list-style-type: none"> • Business development executive • Fundraiser • Market research analyst • Marketing consultant • Marketing executive <p>Salary rates: New entrant: £18,600 Experienced worker: £22,100</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3546 Conference and exhibition managers and organisers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • discusses conference and exhibition requirements with clients and advises on facilities; • develops proposal for the event, and presents proposal to client; • allocates exhibition space to exhibitors; • plans work schedules, assigns tasks, and co-ordinates the activities of designers, crafts persons, technical staff, caterers and other events staff; • liaises closely with venue staff to ensure smooth running of the event; • ensures that Health and Safety and other statutory regulations are met. <p>Related job titles:</p> <ul style="list-style-type: none"> • Conference coordinator • Event organiser • Events manager • Exhibition organiser 	RQF 4

	<ul style="list-style-type: none"> • Hospitality manager <p>Salary rates: New entrant: £18,400 Experienced worker: £22,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3561 Public services associate professionals Civil servant (HEO, SEO)	<p>Example job tasks:</p> <ul style="list-style-type: none"> • manages the activities of government office staff, assigns tasks and responsibilities and makes changes in procedures to deal with variations in workload; • assists senior government officers with policy work, external liaison or general administrative work; • supervises a variety of administrative functions in government departments such as recruitment and training, the negotiation and arrangement of contracts, building and capital management, monitoring and authorising department expenditure etc.; • organises resources for the acceptance and recording of vacancy details, the selection of suitable applicants and other Job Centre activities; • authorises the payment of social security benefits, assesses the financial circumstances of claimants and investigates any state insurance contribution problems; • undertakes supervisory duties specific to the operation of Revenue and Customs offices, Job Centres, Benefits Agency offices and other local offices of national government; • advises the public or companies on general tax problems and arranges for the issue, receipt and examination of tax forms, assessment of PAYE codes and the computation of tax arrears and rebates; • discusses business strategy, products, services and target client base with management to identify public relations 	RQF 4

	<p>requirements;</p> <ul style="list-style-type: none"> • writes, edits and arranges for the distribution of press releases and other public relations material, addresses target groups through meetings, presentations, the media and other events to enhance the public image of the organisation, and monitors and evaluates its effectiveness. <p>Related job titles:</p> <ul style="list-style-type: none"> • Higher executive officer (government) • Principle revenue officer (local government) • Senior executive officer (government) <p>Salary rates: New entrant: £22,900 Experienced worker: £25,900</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>3563 Vocational and industrial trainers and instructors</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • assesses training requirements and prepares lectures, demonstrations and study aids; • supervises trainee development, assists trainees with difficulties and prepares regular progress reports on each trainee for management; • arranges work experience and instructional visits for trainees; • plans curriculum and rota of staff duties and updates or amends them in light of developments; • advises on training programmes and discusses progress or problems with staff and trainees; • devises general and specialised training courses in response to particular needs. <p>Related job titles:</p> <ul style="list-style-type: none"> • IT trainer • NVQ assessor • Technical instructor 	<p>RQF 4</p>

	<ul style="list-style-type: none"> • Training consultant • Training manager <p>Salary rates: New entrant: £18,300 Experienced worker: £22,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3564 Careers advisers and vocational guidance specialists	<p>Example job tasks:</p> <ul style="list-style-type: none"> • uses an interview, questionnaire and/or psychological or other test to determine the aptitude, preferences and temperament of the client; • advises on appropriate courses of study or avenues into employment; • visits educational and other establishments to give talks and distribute information regarding careers; • liaises with employers to determine employment opportunities and advises schools, colleges or individuals accordingly; • organises careers forums and exhibitions and establishes and maintains contact with local employers, colleges and training providers; • monitors progress and welfare of young people in employment and advises them on any difficulties. <p>Related job titles:</p> <ul style="list-style-type: none"> • Careers adviser • Careers consultant • Careers teacher • Placement officer <p>Salary rates: New entrant: £19,600</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p>	RQF 4

	<p>Experienced worker: £23,500</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3565 Inspectors of standards and regulations	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines building plans to ensure compliance with local, statutory and other requirements; • inspects building structures, facilities and sites to determine suitability for habitation, compliance with regulations and for insurance purposes; • inspects measuring and similar equipment in factories and visits street traders, shops, garages and other premises to check scales, weights and measuring equipment; • inspects factories and other work sites to ensure adequate cleanliness, temperature, lighting and ventilation, checks for fire hazards and inspects storage and handling arrangements of dangerous materials; • visits sites during construction and inspects completed installations of electricity, gas or water supply; • draws attention to any irregularities or infringements of regulations and advises on ways of rectifying them; • investigates industrial accidents or any complaints made by the public; • verifies the weight of commercial vehicles, checks driver's licence and hours worked; • samples and tests river water, checks and advises on premises discharging effluent to prevent pollution; • checks fishing licences and prevents illegal fishing; • visits premises where animals are kept, advises on animal care and investigates complaints; • undertakes other inspections including chemicals, drugs, flight operations, etc.; 	RQF 4

	<ul style="list-style-type: none"> • prepares reports and recommendations on all inspections made and recommends legal action where necessary. <p>Related job titles:</p> <ul style="list-style-type: none"> • Building inspector • Driving examiner • Housing inspector • Meat hygiene inspector • Trading standards officer <p>Salary rates: New entrant: £22,200</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no 2015 or 2016 equivalent data available)]</p> <p>Experienced worker: £25,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3567 Health and safety officers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • inspects workplace areas to ensure compliance with health and safety legislation; • helps to develop effective health and safety policies and procedures and carries out risk assessments; • instructs workers in the proper use of protective clothing and safety devices and conducts routine tests on that equipment; • compiles statistics on accidents and injuries, analyses their causes and makes recommendations to management accordingly; • maintains contact with those off work due to illness; • counsels individuals on any personal or domestic problems affecting their work; • gives talks and distributes information on accident prevention, and keeps up to date with the relevant legislation. 	RQF 4

	<p>Related job titles:</p> <ul style="list-style-type: none"> • Fire protection engineer (professional) • Health and safety officer • Occupational hygienist • Safety consultant • Safety officer <p>Salary rates: New entrant: £22,100 Experienced worker: £28,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
4161 Office managers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • plans work schedules, assigns tasks and delegates responsibilities; • advises on the handling of all correspondence and enquiries relating to accounts, sales, statistical and vacancy records; • ensures that procedures for considering, issuing, amending and endorsing insurance policies are adhered to; • plans, organises and co-ordinates the activities and resources of other offices not elsewhere classified including box offices, other ticket offices and accommodation bureaux. <p>Related job titles:</p> <ul style="list-style-type: none"> • Business support manager • Delivery office manager • Office manager • Practice manager • Sales administration manager • Sales office manager <p>Salary rates: New entrant: £18,500 Experienced worker: £23,200</p> <p>[Source: Annual Survey of Hours and Earnings</p>	RQF 4

	2016]	
7220 Customer service managers and supervisors	<p>Example job tasks:</p> <ul style="list-style-type: none"> • develops and implements policies and procedures to deal effectively with customer requirements and complaints; • co-ordinates and controls the work of those within customer services departments; • discusses customer responses with other managers with a view to improving the product or service provided; • plans and co-ordinates the operations of help and advisory services to provide support for customers and users. <p>Related job titles:</p> <ul style="list-style-type: none"> • After sales manager • Call centre supervisor • Customer service manager • Customer service supervisor • Team leader (customer care) <p>Salary rates: New entrant: £16,200 Experienced worker: £19,600</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 4

Table 4 – Occupations which are ineligible for Sponsorship in Tier 2(General) and Tier 2(Intra-Company Transfer) applications, due to skill level, but which may still apply to some indefinite leave to remain applications.

SOC code and description	Description	Skill level
1162 Managers and directors in storage and warehousing	<p>Example job tasks:</p> <ul style="list-style-type: none"> • liaises with production, maintenance, sales and other departments to determine the materials and other items required for current and future production schedules and sales 	RQF 3

	<p>commitments;</p> <ul style="list-style-type: none"> • reviews, develops and implements stock control, handling and distribution policies to maximise use of space, money, labour and other resources; • advises purchasing department on type, quality and quantity of goods required and dates by which they must be available; • prepares reports on expenditure and advises on materials and parts standardisation, future stores and stock control policies; • decides on storage conditions for particular items, allocates warehouse space and arranges for regular stock inspections to detect deterioration or damage. <p>Related job titles:</p> <ul style="list-style-type: none"> • Logistics manager • Warehouse manager <p>Salary rate: £22,800</p> <p>[Source: Annual Survey of Hours and Earnings 2015 (no equivalent 2016 data available)]</p>	
<p>1190 Managers and directors in retail and wholesale</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • appoints staff, assigns tasks and monitors and reviews staff performance; • liaises with other staff to provide information about merchandise, special promotions etc. to customers; • ensures that adequate reserves of merchandise are held and that stock keeping is carried out efficiently; • ensures customer complaints and queries regarding sales and service are appropriately handled; • oversees the maintenance of financial and other records and controls security arrangements for the premises; • authorises payment for supplies received and decides on vending price, discount rates and credit terms; 	<p>RQF 3</p>

	<ul style="list-style-type: none"> examines quality of merchandise and ensures that effective use is made of advertising and display facilities. <p>Related job titles:</p> <ul style="list-style-type: none"> Managing director (retail trade) Retail manager Shop manager (charitable organisation) Wholesale manager <p>Salary rate: £20,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
1221 Hotel and accommodation managers and proprietors	<p>Example job tasks:</p> <ul style="list-style-type: none"> analyses demand and decides on type, standard and cost of services to be offered; determines financial, staffing, material and other short- and long-term needs; ensures physical comfort of residents or passengers and makes special arrangements for children, the elderly and the infirm if required; approves and arranges shipboard entertainment and shore trips and liaises with ship's agent to ensure that ship is adequately provisioned; arranges for payment of bills, keeps accounts and ensures adherence to licensing and other statutory regulations. <p>Related job titles:</p> <ul style="list-style-type: none"> Caravan park owner Hotel manager Landlady (boarding, guest, lodging house) <p>Salary rate: £19,500</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 3
1223 Restaurant	Example job tasks:	RQF3/

<p>and catering establishment managers and proprietors</p>	<ul style="list-style-type: none"> • plans catering services and directs staff; • decides on range and quality of meals and beverages to be provided; • discusses customer's requirements for special occasions; • purchases or directs the purchasing of supplies and arranges for preparation of accounts; • verifies that quality of food, beverages and waiting service is as required, that kitchen and dining areas are kept clean and appropriate hygiene standards are maintained in compliance with statutory requirements; • plans and arranges food preparation in collaboration with other staff and organises the provision of waiting or counter staff; • checks that supplies are properly used and accounted for to prevent wastage and loss and to keep within budget limit; • determines staffing, financial, material and other short- and long-term requirements. <p>Related job titles:</p> <ul style="list-style-type: none"> • Café owner • Fish & chip shopkeeper • Operations manager (catering) • Restaurant manager • Shop manager (take-away food shop) <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Restaurant manager • Fast food restaurant manager • Assistant restaurant manager, <p>establishments with 80 or more covers (covers being the maximum number of customers that can be seated at any one time)</p> <p>Salary rate: £18,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>Lower-skilled</p>
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<p>1224 Publicans and managers of licensed premises</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • arranges purchase of alcoholic and other beverages, bar snacks, cigarettes and other items and ensures that stocks are stored in proper conditions; • supervises bar, kitchen and cleaning staff and, if necessary, assists with the serving of drinks; • observes licensing laws and other statutory regulations and regulates behaviour of customers as necessary; • maintains financial records for the establishment; determines financial, staffing, material and other short- and long-term needs. <p>Related job titles:</p> <ul style="list-style-type: none"> • Landlady (public house) • Licensee • Manager (wine bar) • Publican <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Publican • Licensee or pub manager <p>Salary rate: £20,100</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF3/ Lower-skilled</p>
<p>1225 Leisure and sports managers</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • organises timetable of activities/schedule of programmes; • ensures that facilities are kept clean and in good condition and that appropriate health and safety requirements are adhered to; • keeps abreast of new trends and developments in recreational activities and arranges exhibitions, theatrical productions, concerts, demonstrations etc.; • advises on the facilities available and 	<p>RQF 3</p>

	<p>promotes publicity in relation to shows, games, races, new theme parks, etc.;</p> <ul style="list-style-type: none"> • determines financial, staffing, material and other short- and long-term needs; • recruits, supervises and trains staff; • ensures custody of all cash receipts and organises regular stock checks. <p>Related job titles:</p> <ul style="list-style-type: none"> • Amusement arcade owner • Leisure centre manager • Social club manager • Theatre manager <p>Salary rate: £22,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>1226 Travel agency managers and proprietors</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • plans work schedules and assigns tasks and responsibilities; • co-ordinates the activities of clerical, secretarial and other staff; • discusses client's requirements and advises on road, rail, air and sea travel and accommodation; • makes and confirms travel and accommodation bookings, arranges group holidays, tours and individual itineraries; • advises on currency and passport/visa regulations and any necessary health precautions needed; • determines financial, staffing, material and other short- and long-term needs. <p>Related job titles:</p> <ul style="list-style-type: none"> • Tourist information manager • Travel agency owner • Travel manager <p>Salary rate: £20,000</p> <p>[Source: Annual Survey of Hours and Earnings</p>	<p>RQF 3</p>

	2016]	
1252 Garage managers and proprietors	<p>Example job tasks:</p> <ul style="list-style-type: none"> • determines staffing, financial, material and other short- and long-term requirements; • ensures that necessary spare parts, materials and equipment are available or obtainable at short notice; • arranges for maintenance staff to perform necessary maintenance and repair work on vehicles or motorcycles; • checks completed work for compliance with safety and other statutory regulations; • maintains records of repair work to detect recurrent faults; • provides information about garage merchandise for staff and customers; • ensures the business accounts are maintained. Related job titles: • Garage director • Garage owner • Manager (repairing: motor vehicles) <p>Salary rate: £25,000</p> <p>[Source: Annual Survey of Hours and Earnings 2015 (no equivalent 2016 data available)]</p>	RQF 3
1253 Hairdressing and beauty salon managers and proprietors	<p>Example job tasks:</p> <ul style="list-style-type: none"> • determines staffing, financial, material and other short- and long-term needs; • controls the allocation, training and remuneration of staff; • provides clients with information and advice on styles and treatments, and resolves any complaints or problems; • ensures clients' records are maintained; • undertakes and/or directs hair treatments and/or beauty therapy; • checks and maintains any equipment, and ensures that all safety requirements are met; • demonstrates, advises on and sells hair and/or beauty products; 	RQF 3

	<ul style="list-style-type: none"> • ensures financial accounts for the business are maintained. Related job titles: • Hairdressing salon owner • Health and fitness manager • Manager (beauty salon) <p>Salary rate: £24,000</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
<p>1254 Shopkeepers and proprietors - wholesale and retail</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • defines the market position for the business, decides what to sell, forecasts demand and develops the brand image of the business; • determines staffing, financial, material and other short- and long-term requirements; <ul style="list-style-type: none"> • oversees staff training, rotas and the allocation of work; • provides information about merchandise to staff and customers and ensures customer complaints are appropriately dealt with; • ensures that adequate reserves of merchandise are held and orders new stock as required; • maintains financial and other shop records and controls security arrangements for the premises; • authorises payment for supplies received and decides on vending price and credit terms; • examines quality of merchandise and ensures that effective use is made of advertising and display facilities. <p>Related job titles:</p> <ul style="list-style-type: none"> • Antiques dealer • Fashion retailer • Newsagent • Shopkeeper <p>Salary rate: £24,900</p>	<p>RQF 3</p>

	[Source: Annual Survey of Hours and Earnings 2016]	
3111 Laboratory technicians	<p>Example job tasks:</p> <ul style="list-style-type: none"> • sets up and assists with the construction and the development of scientific apparatus for experimental, demonstration or other purposes; • prepares and analyses body fluids, secretions and/or tissue to detect infections or to examine the effects of different drugs; • grows cultures of bacteria and viruses, prepares tissue sections and other organic and inorganic material for examination and stains and fixes slides for microscope work; • operates and services specialised scientific equipment, undertakes prescribed measurements and analyses and ensures that sterile conditions necessary for some equipment are maintained; • records and collates data obtained from experimental work and documents all work carried out. <p>Related job titles:</p> <ul style="list-style-type: none"> • Laboratory analyst • Laboratory technician • Medical laboratory assistant • Scientific technician • Water tester <p>Salary rate: £17,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 3
3112 Electrical and electronics technicians	<p>Example job tasks:</p> <ul style="list-style-type: none"> • plans and prepares work and test schedules based on specifications and drawings; • sets up equipment, undertakes tests, takes readings, performs calculations and records and interprets data; 	RQF 3

	<ul style="list-style-type: none"> • plans installation methods, checks completed installation for safety and controls or undertakes the initial running of the new electrical or electronic equipment or system; • diagnoses and detects faults and implements procedures to maintain efficient operation of systems and equipment; • visits and advises clients on the use and servicing of electrical and electronic systems and equipment. <p>Related job titles:</p> <ul style="list-style-type: none"> • Avionics technician • Electrical technician • Electronics technician • Installation engineer (Electricity Supplier) <p>Salary rate: £22,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3113 Engineering technicians	<p>Example job tasks:</p> <ul style="list-style-type: none"> • plans and prepares work and test schedules based on specifications and drawings; • sets up equipment, undertakes tests, takes readings, performs calculations and records and interprets data; • prepares estimates of materials, equipment and labour required for engineering projects; • diagnoses and detects faults and implements procedures to maintain efficient operation of systems and equipment; • inspects completed aircraft maintenance work to certify that it meets standards and the aircraft is ready for operation; • visits and advises clients on the use and servicing of mechanical and chemical engineering products and services. <p>Related job titles:</p> <ul style="list-style-type: none"> • Aircraft technician • Commissioning engineer 	RQF 3

	<ul style="list-style-type: none"> • Engineering technician • Manufacturing engineer • Mechanical technician <p>Salary rate: £28,600</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3114 Building and civil engineering technicians	<p>Example job tasks:</p> <ul style="list-style-type: none"> • sets up apparatus and equipment and undertakes field and laboratory tests of soil and work materials; • performs calculations and collects, records and interprets data; • sets out construction site, supervises excavations and marks out position of building work to be undertaken; • inspects construction materials and supervises work of contractors to ensure compliance with specifications and arranges remedial work as necessary. <p>Related job titles:</p> <ul style="list-style-type: none"> • Building services consultant • Civil engineering technician • Survey technician • Technical assistant (civil engineering) <p>Salary rate: £21,900</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	RQF 3
3115 Quality assurance technicians	<p>Example job tasks:</p> <ul style="list-style-type: none"> • sets up scientific, electronic, or other technical equipment to perform functional and inspection tests; • analyses and interprets the results of tests undertaken and writes up reports upon completion; • supervises the work of routine inspection 	RQF 3

	<p>staff and notes any defects reported;</p> <ul style="list-style-type: none"> • assists quality control engineers in undertaking production audits; • liaises with production engineers and staff to maintain the quality of output and to develop quality management systems. <p>Related job titles:</p> <ul style="list-style-type: none"> • Quality assurance technician • Quality control technician • Quality officer • Quality technician • Test technician <p>Salary rate: £21,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3119 Science, engineering and production technicians not elsewhere classified	<p>Example job tasks:</p> <ul style="list-style-type: none"> • sets up apparatus for experimental, demonstration or other purposes; • undertakes tests and takes measurements and readings; • performs calculations and records and interprets data; • otherwise assists technologists as directed. <p>Related job titles:</p> <ul style="list-style-type: none"> • School technician • Technical assistant • Technician • Textile consultant • Workshop technician <p>Salary rate: £20,500</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 3
3122 Draughtspersons	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines design specification to determine general requirements; • considers the suitability of different materials 	RQF 3

	<p>with regard to the dimensions and weight and calculates the likely fatigue, stresses, tolerances, bonds and threads;</p> <ul style="list-style-type: none"> • prepares design drawings, plans or sketches and checks feasibility of construction and compliance with safety regulations; • prepares detailed drawings, plans, charts or maps that include natural features, desired surface finish, elevations, electrical circuitry and other details as required; • arranges for completed drawings to be reproduced for use as working drawings. <p>Related job titles:</p> <ul style="list-style-type: none"> • CAD operator • Cartographer • Design technician • Draughtsman <p>Salary rate: £23,600</p> <p>[Source: Annual Survey of Hours and Earnings 2015 (no equivalent 2016 data available)]</p>	
3132 IT user support technicians	<p>Example job tasks:</p> <ul style="list-style-type: none"> • provides technical support to IT users; • advises users on how to resolve hardware and software problems; <ul style="list-style-type: none"> • installs and upgrades hardware, cables, operating systems and/or appropriate software; • facilitates user access to systems; • refers more complex or intractable problems to appropriate IT professionals; • researches possible solutions in user guides, technical manuals and other documents; <ul style="list-style-type: none"> • maintains a log of work in progress, calls received, actions taken and problems detected; • reports on commonly occurring queries to detect underlying problems. <p>Related job titles:</p> <ul style="list-style-type: none"> • Customer support analyst 	RQF3/ Lower-skilled

	<ul style="list-style-type: none"> • Help desk operator • IT support technician • Systems support officer <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Senior PC support analyst • Senior PC support • Technical pre- or post-sales support • Senior database administrator or analyst • Database administrator or analyst • Computer engineers, installation and maintenance <p>Salary rate: £23,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3216 Dispensing opticians	<p>Example job tasks:</p> <ul style="list-style-type: none"> • interprets prescription and measures patient's face to determine distance between pupil centres, height of bridge of nose, etc.; • advises patient on lens type and choice of spectacle frames; • prepares detailed instructions for workshop; • ensures that completed spectacles conform to specification and fit the patient correctly and comfortably; • fits spectacles and advises patient on lens care and any other difficulties likely to be experienced. <p>Related job titles:</p> <ul style="list-style-type: none"> • Dispensing optician • Optical dispenser <p>Salary rate: £22,000</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	RQF 3

<p>3217 Pharmaceutical technicians</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • checks received prescriptions for legality and accuracy; • prepares drugs and medicines under the supervision of pharmacist; • prepares specialised, tailor-made drugs for intravenous administration by hospital medical staff; • labels and checks items prior to dispensing; • maintains records of prescriptions received and drugs issued; • advises patients or customers on the use of drugs prescribed or medication purchased over the counter; • checks stock levels, orders new stock from pharmaceutical companies and ensures that drugs are stored appropriately. <p>Related job titles: • Dispensing technician</p> <ul style="list-style-type: none"> • Pharmaceutical technician • Pharmacy technician <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Jobs at NHS Agenda for Change band 4 or equivalent or above <p>Salary rate: £18,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF3/ Lower-skilled</p>
<p>3231 Youth and community workers</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • organises social, recreational and educational activities in local community and youth groups; • undertakes the day-to-day running of community centres and supervises the activities of part-time and voluntary workers; • liaises and supports voluntary workers running groups in village halls, churches, mosques and other places of worship; 	<p>RQF 3</p>

	<ul style="list-style-type: none"> • advises individuals with particular needs or problems through informal discussion, individual counselling or formal group discussion; • helps set up credit unions, encourages parents to establish playgroups, works with other groups to find solutions to shared concerns or problems. <p>Related job titles:</p> <ul style="list-style-type: none"> • Community development officer • Youth and community worker • Youth project coordinator • Youth worker <p>Salary rate: £21,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3234 Housing officers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • oversees the day-to-day running of rented properties including arranging for the signing of leases, rent collection and maintenance work; • interviews prospective tenants and allocates properties to waiting list applicants; • carries out regular inspections of properties to assess and ensure they are in a good state of repair; • ensures that special needs accommodation is suited to the needs of particular groups such as the elderly and disabled, and that statutory requirements for providing accommodation are met; • refers tenants to appropriate sources of benefits and welfare; • deals with payment of rents and arrears, arranges for legal action where necessary; • supports tenants' groups; • works closely with other agencies such as social services departments and welfare rights groups. 	RQF 3

	<p>Related job titles:</p> <ul style="list-style-type: none"> • Housing adviser • Housing officer • Homeless prevention officer • Housing support officer <p>Salary rate: £23,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3235 Counsellors	<p>Example job tasks:</p> <ul style="list-style-type: none"> • meets clients face-to-face, working either one-to-one or with couples or families, or by telephone or internet; • encourages clients to discuss their feelings in relation to their problems, aiming to ensure that an understanding of the issues is achieved; • presents different perspectives to the problem areas identified; • refers to other appropriate sources of help; • keeps accurate and confidential records. <p>Related job titles:</p> <ul style="list-style-type: none"> • Counsellor (welfare services) • Debt adviser • Drugs and alcohol counsellor • Student counsellor <p>Salary rate: £21,000</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	RQF 3
3239 Welfare and housing associate professionals not elsewhere classified	<p>Example job tasks:</p> <ul style="list-style-type: none"> • advises on rights and entitlements in relation to benefits, health, discrimination and welfare; • advises individuals and families experiencing problems about available 	RQF 3

	<p>resources to assist them;</p> <ul style="list-style-type: none"> • assists and liaises with professionals in social work, the probation service and related welfare areas; • organises day, residential and home care services; • helps to put together care plans and follows professional's care plans; • maintains records and compiles reports on clients; • keeps up to date with legislation; • performs pastoral care duties, preaches sermons and conducts some services in accordance with the relevant faith or denomination. <p>Related job titles:</p> <ul style="list-style-type: none"> • Day centre officer • Health coordinator • Key worker (welfare services) • Outreach worker (welfare services) • Probation services officer • Project worker (welfare services) <p>Salary rate: £19,900</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3312 Police officers (sergeant and below)	<p>Example job tasks:</p> <ul style="list-style-type: none"> • receives instructions from senior officers and patrols an assigned area on foot, horseback, motorcycle, motor car or boat to check security and enforce regulations; • directs and controls traffic or crowds at demonstrations and large public events; • investigates complaints, crimes, accidents, any suspicious activities or other incidents; • interviews suspects, takes statements from witnesses and stops, searches and/or arrests suspects; • attends accidents; • prepares briefs or reports for senior officers; • works on station reception desk and or in 	RQF 3

	<p>communications room;</p> <ul style="list-style-type: none"> • gives evidence in court cases. <p>Related job titles:</p> <ul style="list-style-type: none"> • Detective (police service) • Police constable • Police officer • Sergeant • Transport police officer <p>Salary rate: £34,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>3313 Fire service officers (watch manager and below)</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • inspects premises to identify potential fire hazards and to check that fire fighting equipment is available and in working order and that statutory fire safety regulations are met; • arranges fire drills and tests alarm systems and equipment; • travels to fire or other emergency by vehicle and locates water mains if necessary; • operates hose pipes, ladders, chemical, foam, gas or powder fire extinguishing appliances; • rescues people or animals trapped by fire and administers first aid; • removes goods from fire damaged premises, clears excess water, makes safe any structural hazards and takes any other necessary steps to reduce damage to property; • attends and deals with bomb alerts and accidents involving spillage of hazardous substances; • advises on fire safety measures in new buildings; • supervises a watch. <p>Related job titles:</p> <ul style="list-style-type: none"> • Fire engineer 	<p>RQF 3</p>

	<ul style="list-style-type: none"> • Fire safety officer • Firefighter • Watch manager (fire service) <p>Salary rate: £30,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>3417 Photographers, audio-visual and broad-casting equipment operators</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • selects subject and conceives composition of picture or discusses composition with colleagues; • arranges subject, lighting, camera equipment and any microphones; • inserts lenses and adjusts aperture and speed settings as necessary; • operates scanning equipment to transfer image to computer and manipulates image to achieve the desired effect; • photographs subject or follows action by moving camera; • takes, records and manipulates digital images and digital video footage; • controls transmission, broadcasting and satellite systems for television and radio programmes, identifies and solves related technical problems; • checks operation and positioning of projectors, vision and sound recording equipment, and mixing and dubbing equipment; • operates equipment to record, edit and play back films and television programmes; • manages health and safety issues; • operates sound mixing and dubbing equipment to obtain desired mix, level and balance of sound. <p>Related job titles:</p> <ul style="list-style-type: none"> • Audio visual technician • Cameraman • Photographer 	<p>RQF3/ Lower- skilled</p>

	<ul style="list-style-type: none"> • Projectionist • Sound engineer • Theatre technician (entertainment) <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Audio visual technician • Senior audio visual technician • Photographer • Press photographer (regional) • Press photographer (National) • Film technician • Sound recordist • Camera operator (film, television production) <p>Salary rate: £20,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3421 Graphic designers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • liaises with client to clarify aims of project brief, discusses media, software and technology to be used, establishes timetable for project and defines budgetary constraints; • undertakes research into project, considers previous related projects and compares costs of using different processes; • prepares sketches, scale drawings, models, colour schemes and other mock-ups to show clients and discusses any required alterations; • prepares specification and instructions for realisation of the project; • liaises with other parts of the production team to ensure graphic design fits with other elements, processes and timescales; <ul style="list-style-type: none"> • produces or oversees creation of the final product. <p>Related job titles:</p> <ul style="list-style-type: none"> • Commercial artist • Designer (advertising) 	RQF 3

	<ul style="list-style-type: none"> • Graphic artist • Graphic designer • MAC operator <p>Salary rate: £21,300</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3443 Fitness instructors	<p>Example job tasks:</p> <ul style="list-style-type: none"> • assesses the fitness levels of clients; • devises programmes of training appropriate to the needs of clients with varying levels of strength, fitness and ability; • demonstrates and leads fitness activities and supervises exercise classes; • ensures that clients do not injure themselves through over exertion or using incorrect training techniques; • plans and monitors personal fitness schedules; • understands the health and safety aspects of different forms of exercise and ensures that any statutory requirements are met. <p>Related job titles:</p> <ul style="list-style-type: none"> • Aerobics instructor • Fitness instructor • Gym instructor • Lifestyle consultant • Personal trainer • Pilates instructor <p>Salary rate: £14,600</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 3
3511 Air traffic controllers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • maintains radio and/or radar or visual contact with aircraft and liaises with other air traffic controllers and control centres to direct aircraft in and out of controlled airspace and 	RQF 3

	<p>into holding areas ready for landing;</p> <ul style="list-style-type: none"> • directs the movement of aircraft en route to its destination and ensures minimum distances are maintained between planes; • gives landing instructions to pilot and monitors descent of aircraft; • directs movement of aircraft and motor vehicles on runways, taxiways and in parking bays; • obtains information regarding weather conditions, navigational hazards, landing conditions, seating arrangements, loading of cargo, fuel and catering supplies; • calculates fuel consumption and optimum flying height, plans route and prepares flight plan for aircraft pilot; • discusses operational requirements with pilot, issues duty schedules for flight deck and cabin crews, maintains records of flight progress and authorises flight departure; • handles emergencies, unscheduled traffic and other unanticipated incidents. <p>Related job titles:</p> <ul style="list-style-type: none"> • Air traffic control officer • Air traffic controller • Air traffic services assistant • Flight planner <p>Salary rate: £56,200</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
3520 Legal associate professionals	<p>Example job tasks:</p> <ul style="list-style-type: none"> • runs chambers on behalf of principals, develops the practice, manages the flow of work, decides which cases to accept, arranges appropriate fees and prepares financial records; • collates information, drafts briefs and other documents; 	RQF 3

	<ul style="list-style-type: none"> • interviews and advises clients, undertakes preparatory work for court cases; • attends court to assist barristers and solicitors in the presentation of a case; • assists in all aspects of property conveyancing and probate and common law practice. <p>Related job title:</p> <ul style="list-style-type: none"> • Barrister’s clerk • Compliance officer • Conveyancer • Legal executive • Litigator • Paralegal <p>Salary rate: £21,300</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3533 Insurance underwriters	<p>Example job tasks:</p> <ul style="list-style-type: none"> • receives and assesses proposals and propositions for insurance from brokers and clients; • identifies and evaluates the risks associated with a proposal; • liaises with insurance surveyors, actuaries and risk managers where the risks associated with a proposal are not clear; • calculates premiums, provides quotations and, if acceptable to the client, issues policies; • ensures that the insurance policy clearly defines the liabilities accepted and any exceptions or exclusions; • negotiates terms of reinsurance contracts. <p>Related job title:</p> <ul style="list-style-type: none"> • Account handler (insurance) • Commercial underwriter • Insurance inspector • Mortgage underwriter • Underwriter 	RQF 3

	<p>Salary rate: £26,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3536 Importers and exporters	<p>Example job tasks:</p> <ul style="list-style-type: none"> • investigates and evaluates home and overseas demand for particular commodities; • obtains orders from buyers and arranges payment by bill of exchange, letter of credit or other means; • arranges for shipment of commodities overseas and ensures that insurance and export licences are in order; • carries out customs clearance procedures for imports, arranges their storage and delivery and sells them personally or through a commodity broker; • advises home and overseas producers on the likely future demand for their goods. <p>Related job titles:</p> <ul style="list-style-type: none"> • Export controller • Export coordinator • Exporter • Import agent • Importer <p>Salary rate: £25,300</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	RQF 3
3542 Business sales executives	<p>Example job tasks:</p> <ul style="list-style-type: none"> • discusses customer requirements and advises them on the capabilities and limitations of the goods or services being sold; • quotes prices, credit details, delivery dates and payment arrangements and arranges for delivery and installation of goods if appropriate; 	RQF 3

	<ul style="list-style-type: none"> • makes follow up visits to ensure customer satisfaction and to obtain further orders; • stays abreast of advances in product/field and suggests possible improvements to product or service; • maintains records and accounts of sales made and handles customer complaints. <p>Related job titles:</p> <ul style="list-style-type: none"> • Corporate account executive • Sales agent • Sales consultant • Sales executive • Technical representative <p>Salary rate: £23,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
3544 Estate agents and auctioneers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • discusses client’s requirements and may advise client on the purchase of property and land for investment and other purposes; • conducts or arranges for structural surveys of properties and undertakes any necessary valuations of property or agricultural land; • advises vendors and purchasers on market prices of property, accompanies clients to view property; • markets the property on behalf of the vendor, prepares written information and press advertisements; • negotiates land or property purchases, sales, leases or tenancy agreements and arranges legal formalities with solicitors, building societies and other parties; • makes inventories of property for sale, advises vendor of suitable reserve price, issues catalogues, conducts auction, notes bids and records sale. <p>Related job titles:</p> <ul style="list-style-type: none"> • Auctioneer 	RQF 3

	<ul style="list-style-type: none"> • Auctioneer and valuer • Estate agent • Letting agent • Property consultant <p>Salary rate: £20,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>3550 Conservation and environmental associate professionals</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • assists with ecological surveys to identify plant and animal species, map their habitat and draw up conservation plans; • implements schemes for the management and protection of natural habitats; • assists with environmental audits and impact assessments; • organises and supervises conservation projects and the work of part-time and voluntary staff; • provides information and education to the public through setting up displays, writing leaflets and making presentations; • organises guided walks and answers questions from the public about an area and its wildlife; • works with the emergency services in instances of fire, flood, injury or mountain rescue. <p>Related job titles:</p> <ul style="list-style-type: none"> • Conservation worker • Countryside ranger • National park warden • Park ranger <p>Salary rate: £19,100</p> <p>[Source: Annual Survey of Hours and Earnings 2015]</p>	<p>RQF 3</p>

<p>3562 Human resources and industrial relations officers</p>	<p>Example job titles:</p> <ul style="list-style-type: none"> • undertakes research into pay differentials, productivity and efficiency bonuses and other payments; • develops and recommends personnel and industrial relations policies, assists with their implementation and drafts staff handbooks; <ul style="list-style-type: none"> • assists with negotiations between management and employees or trades unions concerning pay and conditions of employment; • interviews candidates for jobs; • advises on training and recruitment, negotiating procedures, salary agreements and other personnel and industrial relations issues; • deals with grievance and disciplinary procedures, and with staff welfare and counselling provision. <p>Related job types:</p> <ul style="list-style-type: none"> • Employment adviser • Human resources officer • Personnel officer • Recruitment consultant <p>Salary rate: £23,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF 3</p>
<p>4112 National government administrative occupations</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • assists senior government officers with policy work, external liaison or general administrative work; • undertakes administrative duties specific to the operation of HM Revenue and Customs offices, Job Centres, Benefits Agency offices and other local offices of national government; <ul style="list-style-type: none"> • maintains and updates correspondence, documents, data and other records for storage in files or on computer; • classifies, sorts and files publications, correspondence etc. in offices and libraries; 	<p>RQF 3</p>

	<ul style="list-style-type: none"> • responds to telephone enquiries and other forms of correspondence; • performs miscellaneous clerical tasks such as proof reading printed material, drafting letters, taking minutes etc. <p>Related job types:</p> <ul style="list-style-type: none"> • Administrative assistant (courts of justice) • Administrative officer (government) • Civil servant (EO) • Clerk (government) • Revenue officer (government) <p>Salary rate: £19,900</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
4114 Officers of non-governmental organisations	<p>Example job tasks:</p> <ul style="list-style-type: none"> • maintains and updates records of membership details, subscription fees, mailing lists, etc.; • circulates and reports information of relevance to members and interested parties; <ul style="list-style-type: none"> • arranges meetings, conferences and other events and circulates agenda and other relevant material; • receives and responds to written correspondence and telephone enquiries from members and other organisations; • assists with fund raising activities within a specified geographical area; <ul style="list-style-type: none"> • prepares and provides measures of organisational activity for senior officials. <p>Related job titles:</p> <ul style="list-style-type: none"> • Administrator (charitable organisation) • Organiser (trade union) • Secretary (research association) • Trade union official <p>Salary rate: £21,100 [Source: Annual Survey of</p>	RQF 3

	Hours and Earnings 2016]	
4134 Transport and distribution clerks and assistants	<p>Example job tasks:</p> <ul style="list-style-type: none"> • processes customer orders and forwards requisition documentation to storage and distribution personnel; • formulates delivery loads, vehicle schedules and routes to be followed by delivery staff; • monitors tachograph readings and maintains records of hours worked and distance travelled by drivers; • obtains customs clearance and processes import and export documentation necessary for the movement of goods between countries; • maintains records regarding the movement and location of freight, containers and staff. <p>Related job titles:</p> <ul style="list-style-type: none"> • Export clerk • Logistics controller • Shipping clerk • Transport administrator • Transport clerk • Transport coordinator <p>Salary rates: £19,900</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 3
4151 Sales administrators	<p>Example job tasks:</p> <ul style="list-style-type: none"> • provides information to customers on products and prices; • fields telephone enquiries from prospective customers on behalf of the sales team; • prepares sales invoices and maintains records and accounts of sales activity; • handles customer complaints or forwards them to relevant member of sales team; • carries out general clerical duties. <p>Related job titles:</p> <ul style="list-style-type: none"> • Marketing administrator 	RQF 3

	<ul style="list-style-type: none"> • Sales administrator • Sales clerk • Sales coordinator <p>Salary rate: £17,500</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
4214 Company secretaries	<p>Example job tasks:</p> <ul style="list-style-type: none"> • opens, sorts, distributes and files correspondence (both hard copy and electronic); • uses appropriate software to produce correspondence, memoranda, reports, presentations and other documents from drafts, handwritten copy or by transcribing dictation; • deals directly with routine correspondence; • files and retrieves documents, sets up and maintains filing systems and reproduces copies of documentation as required; • keeps appointments diary, makes travel arrangements and arranges conference and other functions; • arranges meetings, circulates agenda and other meeting documents, attends meetings, and takes and prepares minutes; • answers, screens, handles and directs telephone requests and enquiries, takes messages and forwards to the appropriate member of staff; • undertakes reception responsibilities by greeting visitors and arranging refreshments; • ensures office supplies such as stationery and equipment are maintained. <p>Related job titles:</p> <ul style="list-style-type: none"> • Assistant secretary • Club secretary • Company secretary <p>Salary rate: £22,600</p>	RQF 3

	[Source: Annual Survey of Hours and Earnings 2016]	
4215 Personal assistants and other secretaries	<p>Example of tasks:</p> <ul style="list-style-type: none"> • acts as a first point of contact for a manager or team with colleagues and people from outside organisations, fields telephone enquiries, takes and passes on messages; • arranges appointments, keeps business diary, organises travel arrangements, makes reservations and organises a variety of functions; • opens, sorts, distributes and files correspondence (in hard copy and electronic) and deals directly with routine correspondence; • uses appropriate software to produce correspondence, memoranda, reports, presentations and other documents from drafts, handwritten copy or by transcribing dictation; • arranges and attends meetings, takes minutes and prepares records of proceedings; • translates documents and liaises with overseas clients and suppliers. <p>Related job titles:</p> <ul style="list-style-type: none"> • Executive assistant • PA-secretary • Personal assistant • Personal secretary • Secretary <p>Salary rate: £20,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 3
5111 Farmers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • feeds and waters animals, takes responsibility for livestock health and welfare, treats minor ailments and calls vet if 	RQF3/ Lower-skilled

	<p>necessary;</p> <ul style="list-style-type: none"> • plants, propagates, sprays, fertilises and harvests field crops; • undertakes farm maintenance tasks such as fencing, hedging, cleaning and building maintenance; • operates and maintains farm machinery such as combine harvesters, straw balers, milking machines and tractors; • arranges for the sale of crops, livestock and other farm produce; • maintains records of production, finance and breeding; • ensures good environmental practice is observed in all tasks. <p>Related job titles:</p> <ul style="list-style-type: none"> • Agricultural contractor • Agricultural technician • Crofter (farming) • Farmer • Herd manager <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Herd managers • Livestock breeders • Pig breeders • Agricultural contractor jobs that require an RQF level 3 in Agricultural Crop Production, Mixed Farming or Livestock Production, or an NPTC Advanced National Certificate in Agriculture <p>Salary rate: £16,100</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
5112 Horticultural	<p>Example job tasks:</p> <ul style="list-style-type: none"> • prepares soil in field, bed or pot by hand or machine; 	RQF3/ Lower-

trades	<ul style="list-style-type: none"> • mixes soil, composts, fertilisers and/or organic matter and spreads fertiliser and manure; • sows seeds and bulbs and transplants seedlings; • propagates plants by taking cuttings and by grafting and budding, applies weed-killer, fungicide and insecticide to control pests and diseases; • prunes and thins trees and shrubs; • supports trees by staking and wiring. <p>Related job titles:</p> <ul style="list-style-type: none"> • Grower • Horticulturalist (market gardening) • Market Gardener • Nursery Assistant (agriculture) • Nurseryman <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Horticultural foreman • Horticultural nursery supervisor • Horticultural technician • Nursery stock production technician or specialist <p>Salary rate: £16,100</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	skilled
5113 Gardeners and landscape gardeners	<p>Example job tasks:</p> <ul style="list-style-type: none"> • levels ground and installs drainage system as required; • prepares soil and plants and transplants, prunes, weeds and otherwise tends plant life; • protects plants from pests and diseases; • cuts and lays turf using hand and machine tools and repairs damaged turf; • prepares or interprets garden design plans; • moves soil to alter surface contour of land 	RQF3/ Lower-skilled

	<p>using mechanical equipment and constructs paths, rockeries, ponds and other features; • performs general garden maintenance.</p> <p>Related job titles:</p> <ul style="list-style-type: none"> • Garden designer • Gardener • Gardener-handyman • Landscape gardener <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Gardening Team Supervisor or Manager • Landscaper jobs, where the job requires a Registration of Land-Based Operatives (ROLO) Gold Card • Garden Designer <p>Salary rate: £17,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>5114 Groundsmen and greenkeepers</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • levels ground and installs drainage system as required; • cuts and lays turf using hand and machine tools and repairs damaged turf; • moves soil to alter surface contour of land using mechanical equipment and constructs appropriate landscaping features and maintains such features; • monitors and maintains the quality and condition of turf; • rolls, mows and waters grass, marks out pitches. <p>Related job titles:</p> <ul style="list-style-type: none"> • Greenkeeper • Groundsman • Groundsperson <p>Jobs within SOC which are skilled to RQF 3</p>	<p>RQF3/ Lower-skilled</p>

	<p>(other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Head Greenkeeper • Ground Manager • Head Groundsperson <p>Salary rate: £16,100</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>5119 Agricultural and fishing trades not elsewhere classified</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • nets river fish and feeds and maintains them in spawning pens, cultivates and harvests oysters, mussels and clams on natural and artificial beds, treats water and diseased fish, and empties and cleans outdoor tanks; • navigates and maintains shipping vessels, assists with the • shooting, hauling and repairing of fishing nets, prepares, lays and empties baited pots, and guts, sorts and stows fish; • establishes and maintains forest nurseries, forestry and woodland, and diagnoses and treats diseased trees; • patrols a designated area of the countryside to monitor damage, erosion, access to rights of way and the state of footpaths and other facilities, and carries out remedial maintenance work as necessary; • monitors and maintains the level of wildfowl on public and private estates. <p>Related job titles:</p> <ul style="list-style-type: none"> • Aboricultural consultant • Bee farmer • Gamekeeper • Share fisherman • Trawler skipper • Tree surgeon <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Fishing vessel skippers in inshore areas, and 	<p>RQF3/ Lower-skilled</p>

	<p>limited and unlimited offshore areas</p> <ul style="list-style-type: none"> • Fishing vessel mates in unlimited offshore areas • Forest officers and forest or woodland managers • Supervising tree surgeons and supervising arbori-culturists / arborists <ul style="list-style-type: none"> • Head gamekeepers, head river keepers and head ghillies • Managers in animal husbandry, forestry and fishing not elsewhere classified <p>Salary rate: £17,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
5211 Smiths and forge workers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • reads and interprets order or blueprint to determine operational requirements; • heats or supervises the heating in furnace of metal to be forged; • positions or directs the positioning of heated metal on anvil or other work surface; • operates or directs operation of press or hammer and repositions workpiece between strokes; • uses special forging tools to shape and cut metal as required; <ul style="list-style-type: none"> • bends or shapes metal by hand forging methods using hammers, punches, drifts and other hand tools; • tempers and hardens forged pieces, as required, by quenching in oil or water; <ul style="list-style-type: none"> • fits and secures horses shoes. <p>Related job titles:</p> <ul style="list-style-type: none"> • Blacksmith • Chain repairer • Farrier • Pewtersmith • Steel presser <p>Salary rate: £20,900</p>	RQF 3

	[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]	
5212 Moulders, core makers and die casters	<p>Example job tasks:</p> <ul style="list-style-type: none"> • positions moulding frame over pattern, fills it with sand, loam, or plaster and compacts by hand or machine; • transfers mould unit to oven for baking or hardens by injecting carbon dioxide; <ul style="list-style-type: none"> • separates mould from pattern and repairs damage or imperfections in mould surfaces; • applies refractory bonding solution to moulds and dies to prevent molten metal fusing with sand; • fits cores in mould to form hollow parts in casting; • prepares casting pit with vents to allow the escape of gases, scoops molten metal from furnace using ladle and pours it into die or die casting machine. <p>Related job titles:</p> <ul style="list-style-type: none"> • Core Maker (metal trades) • Die Caster • Moulder (metal trades) • Pipe Maker (foundry) <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Jobs which require an engineering technician registered with the Engineering Council • Jobs which require an RQF level 3 qualification in Materials Processing and Finishing • Foundry or casting shop foremen <p>Salary rate: £20,900</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data</p>	RQF3/ Lower-skilled

	available)]	
5213 Sheet metal workers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings and specifications to assess job requirements; • uses template, measuring instruments and tools to mark out layout lines and reference points; • uses hand or machine tools to bend, roll, fold, press or beat cut sheet metal; • assembles prepared parts and joins them by bolting, welding or soldering; • finishes product by grinding, filing, cleaning and polishing; • repairs damaged metal parts such as copper sheets and tubes by beating, riveting, soldering, welding and fitting replacement parts; • checks final product to ensure conformity with specifications. <p>Related job titles:</p> <ul style="list-style-type: none"> • Coppersmith • Panel beater (metal trades) • Sheet metal fabricator • Sheet metal worker <p>Salary rate: £19,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 3
5214 Metal plate workers, and riveters	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings and specifications and uses rules, scribes and punches to mark out metal plate with guidelines and reference points; • cuts metal plate to markings using hand or machine tools; • uses machine tools to bend, curve, punch, drill and straighten metal plate as required; • uses hydraulic jacks to position and align metal platework or frame for welding and 	RQF3/ Lower-skilled

	<p>bolting;</p> <ul style="list-style-type: none"> • selects suitable rivets and rivets together metal plates and girders; • seals seams with caulking compound, smooths welds, fixes metal doors, metal collars, portholes, tank and hatch covers and performs other metal plate finishing tasks using a variety of hand and power tools. <p>Related job titles:</p> <ul style="list-style-type: none"> • Boiler maker • Metal plate worker • Plater • Plater-welder <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Jobs which require successful completion of the National Apprenticeship Scheme for Engineering Construction (NASEC) • Jobs which require successful completion of an Advanced Modern Apprenticeship in fabrication or welding <p>Salary rate: £24,600</p> <p>[Source: Annual Survey of Hours and Earnings 2015 (no 2016 equivalent data available)]</p>	
5215 Welding trades	<p>Example job tasks:</p> <ul style="list-style-type: none"> • selects appropriate welding equipment such as electric arc, gas torch, etc.; • connects wires to power supply, or hoses to oxygen, acetylene, argon, carbon dioxide, electric arc, or other source and adjusts controls to regulate gas pressure and rate of flow; • cuts metal pieces using gas torch or electric arc; • guides electrode or torch along line of weld, burns away damaged areas, and melts brazing alloy or solder into joints; • cleans and smooths weld; 	RQF3/ Lower-skilled

	<ul style="list-style-type: none"> • checks finished workpiece for defects and conformity with specification. <p>Related job titles:</p> <ul style="list-style-type: none"> • Fabricator-welder • Fitter-welder • Spot welder (metal) • Welder • Welding technician <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • High integrity pipe welders where the job requires three or more years' related on-the-job experience • Welding foreman • Welding engineer or consultant • Welding fitter • Welding supervisor • Welding technician • Jobs which require successful completion of an Advanced Modern Apprenticeship in fabrication or welding <p>Salary rate: £21,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
5216 Pipe fitters	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings and specifications to determine layout of piping; • measures and cuts required lengths of copper, lead, steel, iron, aluminium or plastic piping using hand or machine tools; <ul style="list-style-type: none"> • installs pipes for heating, ventilating, fire prevention, water and similar systems in industrial and construction settings, including oil rigs and terminals, sewerage systems and other mains networks; • fits piping into position and joins sections by welding, soldering, cementing, fusing, screwing or by other methods; 	RQF3/ Lower-skilled

	<ul style="list-style-type: none"> • tests pipe work for leaks and makes necessary adjustments. <p>Related job titles:</p> <ul style="list-style-type: none"> • Pipe engineer • Pipe fitter • Pipe welder-fitter <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Pipe fitter / welder jobs that require an Engineering Services Gold SKILLcard in Heating and Ventilation Fitting / Welding <p>Salary rate: £21,100</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
5221 Metal machining setters and setter-operators	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings and specifications to determine appropriate method, sequence of operations and machine setting; • selects and fixes work-holding devices and appropriate cutting, shaping, grinding and/or forming tools; • sets machine controls for rotation speeds, depth of cut and stroke, and adjusts machine table, stops and guides; • operates automatic or manual controls to feed tool to workpiece or vice versa and checks accuracy of machining; • repositions workpiece, changes tools and resets machine as necessary during production run; • instructs operators on the safe and correct method of operation of the machine. <p>Related job titles:</p> <ul style="list-style-type: none"> • CNC machinist • CNC programmer • Centre lathe turner • Miller (metal trades) 	RQF 3

	<ul style="list-style-type: none"> • Tool setter • Turner <p>Salary rate: £21,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
5222 Tool makers, tool fitters and markers-out	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings and specifications to determine appropriate method and sequence of operations; • marks out reference points using measuring instruments and tools such as punches, rules and squares; • operates hand and machine tools to shape workpieces to specifications and checks accuracy of machining; • assembles prepared parts, checks their alignment with micrometers, optical projectors and other measuring equipment and adjusts as necessary; • repairs damaged or worn tools. <p>Related job titles:</p> <ul style="list-style-type: none"> • Die maker • Engineer-toolmaker • Jig maker • Marker-out (engineering) • Tool fitter • Tool maker <p>Salary rate: £23,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 3
5223 Metal working production and maintenance fitters	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings and specifications to determine appropriate methods and sequence of operations; • fits and assembles parts and/or metal sub-assemblies to fine tolerances to make marine 	RQF3/ Lower-skilled

	<p>engines, prototype metal products, agricultural machinery and machine tools;</p> <ul style="list-style-type: none"> • fits and assembles, other than to fine tolerances, prepared parts and sub-assemblies to make motor vehicles, printing and agricultural machinery, orthopaedic appliances and other metal goods; • examines operation of, and makes adjustments to, internal combustion engines and motor vehicles; • erects, installs, repairs and services plant and industrial machinery, including railway stock, textile machines, coin operated machines, locks, sewing machines, bicycles and gas and oil appliances. <p>Related job titles:</p> <ul style="list-style-type: none"> • Agricultural engineer • Bench fitter • Engineering machinist • Fabricator • Installation engineer • Maintenance fitter • Mechanical engineer <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Fitter, turner or millwright jobs that require a completed Engineering Advanced Apprenticeship with an RQF level 3 qualification in Engineering Maintenance or Engineering Technology and Maintenance <p>Salary rate: £23,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
5224 Precision instrument makers and repairers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings or specifications to determine appropriate methods, materials and sequence of operation; • marks out and machines aluminium, brass, 	RQF 3

	<p>steel and plastics using machine tools such as grinders, lathes and shapers;</p> <ul style="list-style-type: none"> • tests watches and clocks for repair to diagnose faults and removes, repairs or replaces damaged and worn parts; • tests completed timepiece for accuracy using electronic or other test equipment; • carries out service tasks such as cleaning, oiling and regulating; • checks prepared parts for accuracy using measuring equipment, assembles parts and adjusts as necessary using hand and machine tools; • positions, aligns and secures optical lenses in mounts; • tests, adjusts and repairs precision and optical instruments. <p>Related job titles:</p> <ul style="list-style-type: none"> • Calibration engineer • Horologist • Instrument maker • Instrument mechanic • Instrument technician • Optical technician • Precision engineer • Watchmaker <p>Salary rate: £21,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>5231 Vehicle technicians, mechanics and electricians</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • visually checks, test drives or uses test equipment to diagnose engine and mechanical faults; • removes, dismantles, repairs and replaces defective parts and prepares new parts using appropriate tools; • reassembles, tests, adjusts and tunes the appropriate parts, systems or entire engine; • carries out routine maintenance checks on 	<p>RQF 3</p>

	<p>oil and air filters, brakes and other vehicle parts/systems;</p> <ul style="list-style-type: none"> • diagnoses faults in electrical/electronic circuitry, removes faulty components and fits replacements; • checks condition of electrical/electronic systems and carries out servicing tasks; • installs additional electrical amenities such as radio/CD players, aerials; • repairs and services air conditioning, heating and engine cooling systems. <p>Related job titles:</p> <ul style="list-style-type: none"> • Auto electrician • Car mechanic • HGV mechanic • Mechanic (garage) • MOT tester • Motor mechanic • Motor vehicle technician • Technician (motor vehicles) • Vehicle technician <p>Salary rate: £20,900</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
5232 Vehicle body builders and repairers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • diagnoses job requirements or ascertains work specifications from drawings or instructions; • selects, cuts, shapes and assembles materials to form parts of vehicle underframe, framework and body; • repairs damage to chassis and engine mountings using hydraulic rams, jacks and jigs; • hammers out dents in bodywork, fills in small depressions or corroded areas in solder, plastic or other filler compound and replaces body panels using hand and power tools; • installs and repairs interior fittings including 	RQF 3

	<p>seats, seatbelts and fascia in cars, sinks and special features in caravans and mobile shops;</p> <ul style="list-style-type: none"> • positions, secures and repairs external fittings including windows, doors, door handles, catches and roof attachments. <p>Related job titles:</p> <ul style="list-style-type: none"> • Bodyshop technician • Car body repairer • Coach builder • Panel beater • Restoration technician (motor vehicles) • Vehicle builder <p>Salary rate: £21,800</p> <p>[Source: Annual Survey of Hours and Earnings 2015 (no 2016 equivalent data available)]</p>	
5234 Vehicle paint technicians	<p>Example job tasks:</p> <ul style="list-style-type: none"> • applies masking material to protect areas not to be coated and removes any external fixtures; • consults vehicle colour code, chooses appropriate paint or mixes paint to achieve desired consistency and colour; • uses hand or electrostatic spray gun to coat surfaces, adjusting nozzle and pressure valves of the gun as required; • removes masking materials and refits external fittings after completion of spraying; • cleans and maintains spray equipment, protective clothing and spraying booth. <p>Related job titles:</p> <ul style="list-style-type: none"> • Car paint sprayer • Coach painter • Paint technician (motor vehicles) • Vehicle refinisher <p>Salary rate: £20,800</p> <p>[Source: Annual Survey of Hours and Earnings</p>	RQF 3

	2016]	
5235 Aircraft maintenance and related trades	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings, manuals and specifications to determine appropriate methods and sequence of operations; • fits and assembles parts and/or metal sub-assemblies to fine tolerances to make aircraft engines; • replaces engine components or complete engines, installs and tests electrical and electronic components and systems in aircraft; • examines and inspects airframes and aircraft components, including landing gear, hydraulic systems, and de-icers to detect wear, cracks, breaks, leaks, or other problems; • maintains, repairs and rebuilds aircraft structures, functional components, and parts; • maintains comprehensive repair logs. <p>Related job titles:</p> <ul style="list-style-type: none"> • Aeronautical engineer • Aircraft electrician • Aircraft engineer • Aircraft fitter • Aircraft mechanic • Maintenance engineer (aircraft) <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Aircraft engineers • Licensed and military certifying engineer / inspector technician • Airframe fitter <p>Salary rate: £28,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF3/ Lower-skilled
5236 Boat and	Example job tasks:	RQF3/

<p>ship builders and repairers</p>	<ul style="list-style-type: none"> • examines drawings and specifications to determine job requirements; • uses rules, scribes and punches to mark out metal plate with guidelines and reference points and cuts plates using appropriate tools; • uses machine tools to bend, curve, punch, drill and straighten metal plate as required and positions and aligns metal platework or frame for welding and bolting; • rivets together metal plates and girders, seals seams, smooths welds, fixes metal doors, collars, portholes, tank and hatch covers; • selects and measures appropriate wood and cuts, shapes and drills to specification using saws, planes, chisels and other power or hand tools; • aligns and fixes prepared wood pieces by screwing, nailing, gluing and dowelling to form decking, small wooden marine craft and their interiors and fittings; • maintains and repairs woodwork and fittings. <p>Related job titles:</p> <ul style="list-style-type: none"> • Boat builder • Fitter (boat building) • Frame turner (ship building) • Marine engineer • Ship's joiner • Shipwright <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Jobs which require successful completion of the National Apprenticeship Scheme for Engineering Construction (NASEC) • Jobs which require successful completion of an Advanced Modern Apprenticeship in fabrication or welding <p>Salary rate: £21,400</p>	<p>Lower-skilled</p>
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	[Source: Annual Survey of Hours and Earnings 2016]	
5241 Electricians and electrical fitters	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings, specifications and wiring diagrams to determine the method and sequence of operations; • selects, cuts and lays wires and connects to sockets, plugs or terminals by crimping, soldering, brazing or bolting; <ul style="list-style-type: none"> • cuts, bends and installs electrical conduit; • assembles parts and sub-assemblies using hand tools and by brazing, riveting or welding; <ul style="list-style-type: none"> • installs electrical plant, machinery and other electrical fixtures and appliances such as fuse boxes, generators, light sockets etc.; • examines electrical plant or machinery, domestic appliances and other electrical assembly for faults using test equipment and replaces worn parts and faulty wiring. <p>Related job titles:</p> <ul style="list-style-type: none"> • Electrical contractor • Electrical engineer • Electrical fitter • Electrician <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Electricians, as defined by the joint industry board (JIB) or the Scottish joint industry board (SJIB) grading definitions • Approved electricians, as defined by the JIB / SJIB grading definitions Technicians, as defined by the JIB / SJIB grading definitions <p>Salary rate: £24,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF3/ Lower-skilled

<p>5242 Tele-communications engineers</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • installs internal cabling and wiring for telephone systems and fits and wires junction and distribution boxes; • fixes connecting wires from underground and aerial lines to premises and connects cable terminals to inside wiring; • installs telephones, switchboards and coin operated phone boxes; • uses testing equipment to locate defective components of circuitry and makes any necessary repairs; • tests installation and makes any further necessary adjustments; • assists with the erection of wooden poles or steel towers to carry overhead lines; • connects cables and tests for any defects; • locates and repairs faults to lines and ancillary equipment; • erects and maintains mobile telecommunications infrastructure. <p>Related titles:</p> <ul style="list-style-type: none"> • Cable jointer • Customer service engineer (telecommunications) • Installation engineer (telecommunications) • Network officer (telecommunications) • Telecommunications engineer • Telephone engineer <p>Salary rate: £28,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF 3</p>
<p>5244 TV, video and audio engineers</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines equipment and observes reception to determine nature of defect; • uses electronic testing equipment to diagnose faults and check voltages and resistance; 	<p>RQF 3</p>

	<ul style="list-style-type: none"> • dismantles equipment and repairs or replaces faulty components or wiring; • re-assembles equipment, tests for correct functioning and makes any necessary further adjustments; • carries out service tasks such as cleaning and insulation testing according to schedule. <p>Related titles:</p> <ul style="list-style-type: none"> • Installation engineer (radio, television and video) • Satellite engineer • Service engineer (radio, television and video) • Technician (radio, television and video) • Television engineer <p>Salary rate: £23,600</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
5245 IT engineers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • installs, tests and maintains computer-related hardware (processors, memory chips, circuit boards, displays, sensors, data storage devices, printers, etc.) according to given specifications; • diagnoses hardware related faults; • repairs or replaces defective components; • advises on and installs operating soft/firm ware and may carry out upgrades; • maintains documentation to track and log work in progress and completed. <p>Related titles:</p> <ul style="list-style-type: none"> • Computer repairer • Computer service engineer • Hardware engineer (computer) • Maintenance engineer (computer servicing) <p>Salary rate: £21,700</p>	RQF 3

	[Source: Annual Survey of Hours and Earnings 2016]	
5249 Electrical and electronic trades not elsewhere classified	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings, wiring diagrams and specifications to determine appropriate methods and sequence of operations; • places prepared parts and sub-assemblies in position, checks their alignment and secures with hand tools to install x-ray and medical equipment, aircraft instruments and other electronic equipment; • removes protective sheath from wires and cables and connects by brazing, soldering or crimping and applies conductor insulation and protective coverings; • examines for defect and repairs electronic and related equipment; • tests for correct functioning and makes any further necessary adjustments; • performs routine servicing tasks, such as cleaning and insulation testing; • assists with the erection of wood poles or steel towers to carry overhead lines; • connects and installs transformers, fuse gear, lightning arrestors, aircraft warning lights, cable boxes and other equipment; • connects cables to test equipment and tests for balance, resistance, insulation and any defects; • locates and repairs faults to lines and ancillary equipment. <p>Related titles:</p> <ul style="list-style-type: none"> • Alarm engineer • Electronics engineer • Field engineer • Linesman • Service engineer <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • LE1-equivalent line workers and cable 	RQF3/ Lower-skilled

	<p>joiners (Chargehands or Leadhands)</p> <ul style="list-style-type: none"> • Electrical / electronics engineers not elsewhere classified <p>Salary rates: Overhead linesworker at Linesman Erector 2 (LE2) level and above: £32,000</p> <p>[Source: Migration Advisory Committee]</p> <p>Other line repairer and cable jointer (new entrant): £21,100 Other line repairer and cable jointer (experienced worker): £25,600</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
5311 Steel erectors	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings and specifications to assess job requirements; • erects ladders, scaffolding or working cage; • directs hoisting and positioning of girders and other metal parts and checks alignment; • arranges for or undertakes bolting and welding of metal parts; • checks alignment of metal parts using spirit level and plumb rule. <p>Related job titles:</p> <ul style="list-style-type: none"> • Steel erector • Steel fabricator • Steel worker (structural engineering) <p>Salary rate: £20,900</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	RQF 3
5312 Bricklayers and masons	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings, photographs and specifications to determine job requirements; 	RQF3/ Lower-

	<ul style="list-style-type: none"> • marks and cuts stone using hammers, mallet and hand or pneumatic chisels; • spreads mortar on foundations and bricks, and places, levels and aligns bricks in mortar bed; • uses hand and power tools to shape, trim, carve, cut letters in and polish stone; • levels, aligns and embeds stone in mortar and faces brick, concrete or steel frame with stone to make and repair structures. <p>Related job titles:</p> <ul style="list-style-type: none"> • Bricklayer • Dry stone waller • Stone mason <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Architectural Stone Carver • Stonemason • Bricklayer, where the job requires RQF level 3 in Bricklaying or Trowel Trades <p>Salary rate: £21,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	skilled
5313 Roofers, roof tilers and slaters	<p>Example job tasks:</p> <ul style="list-style-type: none"> • measures roof or exterior wall and calculates required amounts of underfelt, tiles, slates or thatching material; • cuts wooden battens, felt and underfelt to required size; • lays and secures underfelt and covers with hot bitumen or other adhesive compound; • lays, aligns and secures successive overlapping layers of roofing material; • seals edges of roof with mortar and ensures that joints are watertight. <p>Related job titles:</p> <ul style="list-style-type: none"> • Mastic asphalt spreader • Roof tiler 	RQF 3

	<ul style="list-style-type: none"> • Roofer • Roofing contractor • Slater • Thatcher <p>Salary rate: £21,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
5314 Plumbers and heating and ventilating engineers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings and specifications to determine layout of system; • measures and cuts required lengths of copper, lead, steel, iron, aluminium or plastic using hand or machine tools; • installs fittings such as storage tanks, cookers, baths, toilets, taps and valves, refrigerators, boilers, radiators and fires; • tests completed installation for leaks and makes any necessary adjustments; • attaches fittings and joins piping by welding, soldering, cementing, fusing, screwing or other methods; • repairs burst pipes and mechanical and combustion faults and replaces faulty taps, washers, valves, etc. <p>Related job titles:</p> <ul style="list-style-type: none"> • Gas engineer • Gas service engineer • Heating and ventilating engineer • Heating engineer • Plumber • Plumbing and heating engineer <p>Salary rate: £24,400</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 3
5319 Construction and	<p>Example job tasks:</p> <ul style="list-style-type: none"> • selects, measures and cuts steel bars, rods 	RQF 3

<p>building trades not elsewhere classified</p>	<p>and wire to required lengths, positions and fixes reinforcements into position and tensions as required using hydraulic jacks;</p> <ul style="list-style-type: none"> • lays bricks, tiles and building blocks to construct, repair and decorate buildings; • pours and levels concrete, prepares surfaces for painting and plastering, and mixes and applies plaster and paint; • installs plumbing fixtures, woodwork structures and fittings, and sets glass in frames; • maintains and repairs steeples, industrial chimneys and other high structures, and installs and replaces lightning conductors; • erects and repairs fencing; • checks and puts on diving suit and equipment and descends underwater to carry out construction, maintenance and repair tasks on sites such as oil rigs, harbours, bridges etc. <p>Related job titles:</p> <ul style="list-style-type: none"> • Acoustician • Builder • Building contractor • Fencer • Maintenance manager (buildings and other structures) • Property developer (building construction) <p>Salary rate: £20,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>5411 Weavers and knitters</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • prepares machine for operation by setting input packages, feeding thread, fibre or yarn through guides, rollers, tensioners and conditioning devices, and securing to output packages, spools or cards; • sets controls to produce article of specified size and pattern; • places fibre and yarn packages on machine 	<p>RQF 3</p>

	<p>and draws them through appropriate guides and tensioners;</p> <ul style="list-style-type: none"> • monitors machine operation to detect broken threads of yarn, the evenness of warp tension and the quality of output; • removes completed garments and lengths of fabric from machine; • cleans and oils machine and reports any mechanical faults; • hand knits garments and other items according to pattern. Related job titles: <ul style="list-style-type: none"> • Carpet weaver • Knitter • Knitwear manufacturer • Weaver <p>Salary rate: £15,800</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
<p>5412 Upholsterers</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • measures frame to be covered or examines drawings or other specifications and cuts material with shears, knife or scissors; • tacks and staples or otherwise secures webbing to furniture frame; • pads springs and secures padding by stitching, stapling, tacking, etc.; • pins sections of coverings together, joins by sewing and inserts trims, braids and buttons as required and fits upholstery unit to frame; • operates machine to compress padded spring assemblies and inserts them into mattress covers; • encases bed springs and padding with selected covering material by hand or machine stitching and fits castors where required; • replaces covering, padding, webbing or springs to repair upholstered furniture; • measures, cuts, pins, sews and trims fabrics to make curtains, cushions, loose covers and 	<p>RQF 3</p>

	<p>similar soft furnishings.</p> <p>Related job titles:</p> <ul style="list-style-type: none"> • Curtain fitter • Curtain maker • Soft furnisher • Trimmer (furniture mfr) • Upholsterer <p>Salary rate: £15,700</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
<p>5413 Footwear and leather working trades</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • uses hand tools or machine to cut out, trim, punch holes in or stitch guide lines on leather or leather substitute component parts; • positions leather and rubber footwear component parts on lasts and shapes and joins uppers to insoles and soles; • uses hand tools or machine to make up and repair saddles, harnesses, belts, straps and other leather products; • uses hand and machine tools to sew and stitch leather and/or other material in the making and decoration of footwear and leather goods other than garments; • prepares paper or paperboard master patterns of component parts of footwear; • waxes, cleans and finishes footwear and other leather goods. <p>Related job titles:</p> <ul style="list-style-type: none"> • Cobbler • Leather worker (leather goods mfr) • Machinist (leather goods mfr) • Shoe machinist • Shoe repairer <p>Salary rate: £15,800</p>	<p>RQF 3</p>

	[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]	
5414 Tailors and dress-makers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • takes customer’s measurements and discusses required style and material; • prepares individual or adapts stock pattern; • examines fabrics or skins for flaws and prepares materials for cutting; • arranges pattern on correct grain of fabric, marks position and cuts out garment parts with hand shears, electric knife or cutting machine; • pins/tacks and fits garment on customer or dummy model and makes any necessary alterations; • sews garment parts together by hand or machine, makes buttonholes and sews on fasteners and trimmings; • shapes garment by pressing seams, pleats, etc.; • makes alterations to finished garments according to customer’s requirements. <p>Related job titles:</p> <ul style="list-style-type: none"> • Cutter (hosiery, knitwear mfr) • Dressmaker • Fabric cutter • Tailor • Tailoress <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Bespoke or handcraft tailor jobs that require a completed Bespoke Tailoring Apprenticeship leading to an RQF level 3 in Bespoke Cutting and Tailoring • Jobs that require a completed Modern Apprenticeship in Handicraft Tailoring leading to an RQF level 3 in Apparel Manufacturing Technology 	RQF3/ Lower-skilled

	<p>Salary rate: £15,800</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
5419 Textiles, garments and related trades not elsewhere classified	<p>Example job tasks:</p> <ul style="list-style-type: none"> • marks out, cuts and sews corsets, light clothing and hoods and aprons and makes and repairs sails, boat covers and other canvas goods; • fills and stuffs cushions, quilts, soft toys and furniture; • examines sketches and draws out patterns for the manufacture of garments and upholstery; • shapes and steams fabric into hats or hoods and gives final shape to fibre helmets and felt hats; • performs other tasks not elsewhere classified, for example, forms mounts for wigs, makes buttons, shapes hat brims, and staples seams of industrial gloves. <p>Related job titles:</p> <ul style="list-style-type: none"> • Clothing manufacturer • Embroiderer • Hand sewer • Sail maker • Upholstery cutter <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Jobs that require Licentiate (LTI) or Associateship (Ctext ATI) of the Textile Institute • Pattern cutter jobs that require an ABC Level 3 Certificate in Pattern Cutting or an RQF level 3 in Apparel Technology • Head pattern graders • Pattern grader jobs that require a completed Advanced • Apprenticeship in Textiles 	RQF3/ Lower-skilled

	<p>Salary rate: £15,800</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
5421 Pre-press technicians	<p>Example job tasks:</p> <ul style="list-style-type: none"> • determines from specification the kind and size of type to be used; • uses computer applications to generate images and text; • scans and retouches digital images to create sample proofs, plans and lays out artwork to match planned design; • examines proof copies, checks for quality and accuracy and makes any necessary alterations; • processes filmsetting or desktop publishing output to produce image on film and transfers to printing plates and digital output; • arranges and pastes printing material onto paper ready for photographing. <p>Related job titles:</p> <ul style="list-style-type: none"> • Compositor • Plate maker • Pre-press manager • Pre-press technician • Type setter <p>Salary Rate: £18,300</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	RQF 3
5422 Printers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • positions form or plate on machine, checks alignments and sets press; • mixes and loads inks and solvents, loads paper and regulates during print run; • prints and examines proof copies and 	RQF 3

	<p>adjusts press as necessary;</p> <ul style="list-style-type: none"> • starts or directs start of printing run and monitors machine to ensure that printing proceeds smoothly; • pours colour into machine or directly on to screen and positions screen over item; • operates squeegee by hand or machine to press colour through screen; • dips wooden pattern block into colour tray and lays different colours on top of, and adjacent to, others to form the required pattern; • produces, transfers and outputs digital print images; • maintains, adjusts, repairs and cleans machine; • keeps production records. <p>Related job titles:</p> <ul style="list-style-type: none"> • Lithographic printer • Machine minder (printing) • Print manager • Screen printer • Wallpaper printer <p>Salary rate: £22,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
5423 Print finishing and binding workers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • folds, collates and sews printed sheets by hand or machine; • compresses sewn book in nipping machine to expel air and reduce swelling caused by sewing; • trims head, tail and fore-edge of book and gilds and marbles page edges as necessary; • cuts board and cloth for book cover and spine; • embosses lettering or decoration on cover by hand or machine; • repairs worn book bindings; 	RQF 3

	<ul style="list-style-type: none"> • sets up and supervises automatic binding and finishing machine. <p>Related job titles:</p> <ul style="list-style-type: none"> • Binder’s assistant • Book binder • Finishing supervisor (printing) • Print finisher <p>Salary rate: £17,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
5431 Butchers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • slaughters animal and removes skin, hide, hairs, internal organs, etc.; • cuts or saws carcasses into manageable portions; • removes bones, gristle, surplus fat, rind and other waste material; • cuts carcass parts into chops, joints, steaks, etc. for sale; • prepares meat for curing or other processing; cleans tools and work surfaces. <p>Related job titles:</p> <ul style="list-style-type: none"> • Butcher • Butcher’s assistant • Butchery manager • Master butcher • Slaughterman <p>Salary rate: £16,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 3
5432 Bakers and flour confectioners	<p>Example job tasks:</p> <ul style="list-style-type: none"> • weighs ingredients according to recipe; • mixes ingredients using hand or machine to obtain the required consistency; • rolls and cuts pastry, stretches, kneads and 	RQF 3

	<p>moulds dough to form bread, rolls and buns;</p> <ul style="list-style-type: none"> • fills and glazes pastry, mixes ingredients for cakes; • bakes bread, pastry and cakes; • makes cake decorations, spreads icing, fillings and toppings on products. <p>Related job titles:</p> <ul style="list-style-type: none"> • Baker • Baker’s assistant • Bakery manager • Cake decorator • Confectioner <p>Salary rate: £16,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
5433 Fish-mongers and poultry dressers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • scrubs, de-scales, heads, guts, washes and bones fish; • cuts and slits fish for curing by hand or machine; • removes feathers and internal organs, extracts edible offal and cuts off feet and head from poultry carcasses and dresses as required; • cleans tools and work surfaces. <p>Related job titles:</p> <ul style="list-style-type: none"> • Butcher (fish, poultry) • Filleter (fish) • Fish processor • Fishmonger • Poultry processor <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Manual filleters of frozen fish, where the job requires an individual with three or more years’ related on-the-job paid experience • Machine-trained operatives in the fish 	RQF3/ Lower-skilled

	<p>processing industry, where the job requires an individual with three or more years' related on-the-job paid experience</p> <ul style="list-style-type: none"> • Quality controllers in the fish processing industry, where the job requires an individual with three or more years' related on-the-job paid experience <p>Salary rate: £15,200</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
5434 Chefs	<p>Example job tasks:</p> <ul style="list-style-type: none"> • requisitions or purchases and examines foodstuffs from suppliers to ensure quality; • plans menus, prepares, seasons and cooks foodstuffs or oversees their preparation and monitors the quality of finished dishes; • supervises, organises and instructs kitchen staff and manages the whole kitchen or an area of the kitchen; • ensures relevant hygiene and health and safety standards are maintained within the kitchen; • plans and co-ordinates kitchen work such as fetching, clearing and cleaning of equipment and utensils. <p>Related job titles:</p> <ul style="list-style-type: none"> • Chef • Chef-manager • Head chef • Pastry chef <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Skilled chef jobs where the pay is at least equal to the appropriate salary rates shown and the job requires three or more years relevant experience 	RQF3/ Lower-skilled

	<p>Salary rates: Skilled chef as defined in the Shortage Occupation List in Appendix K: £29,570</p> <p>[Source: Migration Advisory Committee]</p> <p>Other chef: £15,600</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p> <p>All rates apply after deductions for accommodation, meals, etc. Any overtime must also be paid at least at these rates.</p>	
<p>5436 Catering and bar managers</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • plans catering or bar services and supervises staff; • decides on range and quality of meals and beverages to be provided or discusses customer's requirements for special occasions; • purchases or directs the purchasing of supplies and arranges for preparation of accounts; • verifies that quality of food, beverages and waiting service are as required and that kitchen and dining areas are kept clean in compliance with statutory requirements; • checks that supplies are properly used and accounted for to prevent wastage and loss and to keep within budget limit. <p>Related job titles:</p> <ul style="list-style-type: none"> • Bar manager • Catering manager • Floor manager (restaurant) • Kitchen manager • Steward (club) <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Catering manager • Banqueting manager 	<p>RQF3/ Lower-skilled</p>

	<ul style="list-style-type: none"> • Hotel food and beverage manager <p>Salary rate: £16,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>5441 Glass and ceramics makers, decorators and finishers</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • uses hand tools and operates machinery to heat, bend, shape, press, drill and cut glass; • makes artificial eyes, laminated glass sheets or blocks, glass fibre tissue, wool, filament and matting, marks optical lenses and assembles rimless spectacles; • makes models and moulds from moulding clay and plaster for use in the making and casting of pottery and other ceramic goods; • throws, casts and presses clay by hand or machine to form pottery, stoneware or refractory goods such as bricks, crucibles, ornaments, sanitary furnishings, saggars, cups, saucers, plates and roofing tiles; • cuts and joins unfired stoneware pipes to form junctions and gullies, moulds sealing bands on clay pipes, prepares and joins porcelain or earthenware components and assists crucible makers and stone workers with their tasks; • applies decorative designs and finishes to glassware, optical glass and ceramic goods by grinding, smoothing, polishing, cutting, etching, dipping, painting or transferring patterns or labels. <p>Related job titles:</p> <ul style="list-style-type: none"> • Ceramic artist • Glass blower • Potter (ceramics mfr) • Pottery worker • Sprayer (ceramics mfr) • Stained glass artist <p>Salary rate: £15,200</p>	<p>RQF 3</p>

	[Source: Annual Survey of Hours and Earnings 2016]	
5442 Furniture makers and other craft woodworkers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines drawings and specifications to determine job requirements and appropriate materials; • selects, measures, cuts and shapes wood using saws, chisels, planes, powered hand tools and woodworking machines; • assembles parts with crafted joints, nails, screws, dowels or adhesives and fits locks, catches, hinges, castors, drawers, shelves and other fittings; • removes, replaces or repairs damaged parts of wooden furniture; • measures floor area to be covered and lays wood blocks, parquet panels or hardwood strips; • matches and marks out veneers ready for cutting and examines and repairs defects in veneer or plywood sheets. <p>Related job titles:</p> <ul style="list-style-type: none"> • Antiques restorer • Cabinet maker • Coffin maker • Furniture restorer • Picture framer • Sprayer (furniture mfr) <p>Salary rate: £18,900</p> <p>[Source: Annual Survey of Hours and Earnings 2015 (no 2016 equivalent data available)]</p>	RQF 3
5443 Florists	<p>Example job tasks:</p> <ul style="list-style-type: none"> • orders and purchases fresh flowers, foliage and other floristry items such as ribbons, wire, cards, artificial flowers etc. from wholesalers or growers; • displays and cares for flowers, plants and 	RQF3/ Lower-skilled

	<p>ready-made floral arrangements in selling premises;</p> <ul style="list-style-type: none"> • designs and makes up wreaths, bouquets, posies, corsages, headdresses and button holes using appropriate flowers, foliage, frame and trimmings; • confers with and advises customers regarding their design requirements and arranges for the delivery of floral arrangements as requested by the customer; • decorates buildings, halls, churches or other facilities for parties, weddings, etc.; • sells flowers, plants, foliage etc. to the public and performs retail duties such as keeping accounts. <p>Related job titles:</p> <ul style="list-style-type: none"> • Floral assistant • Floral designer • Florist • Flower arranger <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Florist managers and shop managers who manage purchasing and relationships with suppliers, manage and develop staff, and ensure that the business meets health and safety standards and other legal requirements • Senior florists and floral designers who manage the production and design of formal displays <p>Salary rate: £16,900</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
5449 Other skilled trades not elsewhere	<p>Example job tasks:</p> <ul style="list-style-type: none"> • uses hand or machine tools to engrave letters, patterns and other designs on jewellery and stoneware; 	RQF 3

classified	<ul style="list-style-type: none"> • constructs and covers wire frames for lampshades; • makes wigs, beards and other artificial hairpieces from human hair or synthetic materials; • interweaves canes of willow, withy, bamboo, rattan or similar material to make baskets and other pieces of wickerwork; • charges fireworks, cartridges and other munitions with explosive material; • makes children’s toys, dolls, models, candles, artificial flowers and other fancy goods; • makes, maintains and adapts surgical and orthopaedic appliances; • makes patterns for moulds, fits metal castings, pours plaster, fills plaster mould with resin and smoothes surface; • makes musical instruments, makes and assembles parts for musical instruments, and tunes to improve pitch, tone and volume; • makes and repairs jewellery and decorative precious metal ware, sets, cuts and polishes gemstones and makes master patterns for articles of jewellery. <p>Related job titles:</p> <ul style="list-style-type: none"> • Diamond mounter • Engraver • Goldsmith • Paint sprayer • Piano tuner • Sign maker • Silversmith • Wig maker <p>Salary rate: £18,900</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
6121 Nursery nurses and	<p>Example job tasks:</p> <ul style="list-style-type: none"> • baths, dresses, prepares feed for and feeds babies, changes babies clothing whenever 	RQF3/ Lower-

assistants	<p>necessary;</p> <ul style="list-style-type: none"> • supervises young children at mealtimes; • plans and organises games and other activities and supervises children’s play; • reads stories, organises counting games to help develop language and number skills; • writes reports on children’s development and maintains awareness of health and safety issues; • communicates with parents and colleagues on children’s development and well-being. <p>Related job titles:</p> <ul style="list-style-type: none"> • Crèche assistant • Crèche worker • Nursery assistant • Nursery nurse <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Nursery nurse / practitioner • Nursery supervisor • Nursery room leader • Montessori teacher • Pre-school assistant <p>Salary rate: £13,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	skilled
6123 Play-workers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • supervises children’s games and encourages the development of physical, social and language skills; • provides play areas and prepares materials for a wide range of children’s activities; • encourages children’s independence, self-confidence and social interaction; • organises and supervises children on excursions; • organises and supervises children’s activities in accordance with Health and Safety 	RQF3/ Lower-skilled

	<p>regulations, deals accordingly with injuries and emergencies;</p> <ul style="list-style-type: none"> • puts away equipment and cleans premises after use; • liaises with parents, carers and colleagues and keeps appropriate records. <p>Related job titles:</p> <ul style="list-style-type: none"> • Playgroup assistant • Playgroup leader • Playgroup supervisor • Playworker <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Playgroup leader • Playgroup supervisor <p>Salary rate: £13,400</p> <p>[Source: Annual Survey of Hours and Earnings 2013 (no equivalent 2014 data available)]</p>	
6131 Veterinary nurses	<p>Example job tasks:</p> <ul style="list-style-type: none"> • assists the veterinary surgeon during surgical and medical treatments of animals; • prepares operating theatre, sterilises equipment and assists in theatre as required; • dispenses and administers medication and applies dressings to animals under direction from the veterinarian; • handles animals during treatment; • collects and analyses blood, urine and other samples; • cares for animals in hospital accommodation and keeps accurate records; • maintains the biosecurity of the veterinary premises; • advises clients on preventative medicine to maintain appropriate animal health and welfare. <p>Related job titles:</p>	RQF 3

	<ul style="list-style-type: none"> • Animal nurse • Veterinary nurse <p>Salary rate: £16,100</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>6139 Animal care services occupations not elsewhere classified</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • feeds, washes, grooms, trims and exercises animals; • cleans animals' quarters and renews bedding as necessary; • houses, feeds, exercises, trains, grooms horses, dogs and other animals in preparation for entry to shows, races and other events; • checks animals for illness, treats minor ailments or calls for vet if further treatment is required; • meets prospective owners and advises on animal selection and animal care; • patrols public areas to search for and capture stray or nuisance dogs, and transports captured animals to kennels. <p>Related job titles:</p> <ul style="list-style-type: none"> • Animal technician • Canine beautician • Groom • Kennel assistant • Kennel maid • Stable hand <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Head lad and travelling head lad for horseracing stables • Head groom for horseracing stables and performance horse stud farms <ul style="list-style-type: none"> • Competition groom • Stud hand, stallion handler, foaling specialists in performance horse • stud farms <ul style="list-style-type: none"> • Head riding instructor 	<p>RQF3/ Lower-skilled</p>

	<ul style="list-style-type: none"> • Work rider <p>Salary rate: £14,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
6141 Nursing auxiliaries and assistants	<p>Example job tasks:</p> <ul style="list-style-type: none"> • performs basic clinical tasks such as taking patients' temperature and pulse, weighing and measuring, performing urine tests and extracting blood samples; • prepares patient for examination and treatment; • distributes and serves food, assists patients in feeding and prepares snacks and hot drinks; • assists patients in washing, dressing, toiletry activities and general mobility; • changes bed linen, makes beds and tidies wards. <p>Related job titles:</p> <ul style="list-style-type: none"> • Auxiliary nurse • Health care assistant (hospital service) • Health care support worker • Nursing assistant • Nursing auxiliary <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Jobs at NHS Agenda for Change band 3 or equivalent or above <p>Salary rates: Band 3 and equivalent: £16,800 Band 4 and equivalent: £19,217</p> <p>[Source: NHS Agenda for Change 2016]</p>	RQF3/ Lower-skilled
6143 Dental nurses	<p>Example job tasks:</p> <ul style="list-style-type: none"> • prepares patient for examination; • prepares and sterilises instruments and 	RQF3/ Lower-

	<p>follows guidelines to maintain sterile conditions within the surgery;</p> <ul style="list-style-type: none"> • hands required equipment and medication to dentist during examination; • assists with minor treatment, such as preparing materials for fillings; • removes water and saliva from patient's mouth during treatment; • maintains records, processes and mounts x ray films and undertakes reception duties. <p>Related job titles:</p> <ul style="list-style-type: none"> • Dental assistant • Dental nurse • Dental nurse-receptionist • Dental surgery assistant <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Registered dental nursing jobs that require registration with the General Dental Council (GDC) (Dental nurse is a protected title) <p>Salary rates: Band 3 and equivalent: £16,800 Band 4 and equivalent: £19,217 Band 5 and equivalent: £21,909 Band 6 and equivalent: £26,303</p> <p>[Source: NHS Agenda for Change 2016]</p>	skilled
6144 Houseparents and residential wardens	<p>Example job tasks:</p> <ul style="list-style-type: none"> • creates friendly, secure atmosphere and tries to gain the trust and confidence of those in the home or under supervision; • plans and participates in games and leisure activities to encourage emotional, social, physical and intellectual development; • ensures that all material needs of residents are provided and endeavours to resolve any problems that they may have; • provides one-to-one counselling or group therapy; 	RQF 3

	<ul style="list-style-type: none"> • establishes and maintains contact with members of the neighbouring community and/or the residents’ family and friends; • maintains contact and discusses problems/progress with other staff and social workers; • keeps records and writes reports. <p>Related job titles:</p> <ul style="list-style-type: none"> • Foster carer • Matron (residential home) • Resident warden • Team leader (residential care home) • Warden (sheltered housing) <p>Salary rate: £17,700</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
6146 Senior care workers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • routinely oversees and monitors care workers and home carers; • takes responsibility for the shift and for the service while on duty; • responds to emergencies and provides guidance and support to care workers; • assists and enables service users to dress, undress, wash, use the toilet and bathe; • serves meals to service users at table or in bed, assists with feeding if required; <ul style="list-style-type: none"> • generally assists with service users’ overall comfort and well being; • provides interest and activities to stimulate and engage the service user; • helps with daily activities such as letter writing, paying bills, collecting benefits; • undertakes light cleaning and domestic duties including meal preparation as required; • monitors service users’ conditions by taking temperature, pulse, respiration and weight, and contributes to record keeping; • liaises with professional staff in carrying out 	RQF3/ Lower-skilled

	<p>care plans etc.</p> <p>Related job titles:</p> <ul style="list-style-type: none"> • Senior care assistant • Senior carer • Senior support worker (Local government: welfare services) • Team leader (nursing home) <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Skilled senior care worker jobs in England and Northern Ireland which include responsibility for supervising staff, and require a relevant RQF level 2 or equivalent qualification in care and two or more years relevant experience • Skilled senior care worker jobs in Scotland which include responsibility for supervising staff, and require a relevant Scottish Credit and Qualifications Framework level 6 or equivalent qualification in care and registration with the Scottish Social Services Council as a Supervisor • Skilled senior care worker jobs in Wales which require a relevant RQF level 3 or equivalent qualification in care and registration with the Care Council for Wales as an Assistant Manager, Senior Care Worker, Senior Care Officer or Senior Care Assistant • Senior care worker jobs where the individual has (or previously had) leave as a work permit holder which was granted for them to do the job <p>Salary rate: £14,900 This rate applies after deductions for accommodation, meals, etc. Any overtime must also be paid at least at this rate.</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
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<p>6214 Air travel assistants</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • passengers at airport terminal, examines tickets and other documentation, checks in luggage and distributes boarding passes; • checks emergency equipment, distributes reading material, blankets and other items, and ensures that the aircraft is ready for the receipt of passengers; • welcomes passengers on board the aircraft, guides them to their seats and assists with any hand luggage; • ensures that sufficient stocks of meals and beverages are on board the aircraft prior to take off and serves passengers during the flight; • sells duty-free goods during the flight; • makes announcements on behalf of the pilot, demonstrates the use of emergency equipment and checks that safety belts are fastened; • directs and instructs passengers in the event of an emergency, ensures safety procedures are followed. <p>Related job titles:</p> <ul style="list-style-type: none"> • Air hostess • Cabin crew • Customer service agent (travel) • Flight attendant • Passenger service agent <p>Salary rate: £18,500</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	<p>RQF 3</p>
<p>6215 Rail travel assistants</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • examines and collects tickets at the ticket barrier of a railway station; • helps with passenger enquiries and makes announcements over a public address system at stations; • loads and unloads mail, goods and luggage, 	<p>RQF 3</p>

	<p>operates lifts and hoists and drives small trucks;</p> <ul style="list-style-type: none"> • assists passengers with special needs to board and leave trains; • attends to the safety, welfare and comfort of passengers on trains and manages train crew; • checks control panel operation before start of journey, operates train door controls and signals to driver to start or stop train; • inspects and issues tickets on trains, deals with passenger enquiries, and takes charge of goods being transported on train. <p>Related job titles:</p> <ul style="list-style-type: none"> • Retail service manager (railways) • Station assistant (underground railway) • Ticket inspector (railways) • Train conductor • Train manager <p>Salary rate: £25,800</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
<p>7125 Merchandisers and window dressers</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • monitors stock movements, considers customer requirements and assists customers in completing orders; • supplies information about the product to the retailer and sales staff and deals with customer enquiries; • consults with advertising and sales staff and advises retailers on the optimal display of a product and of any promotions; • implements plans from display designers or display managers or develops ideas and plans for merchandise display or window dressing; • prepares area for new display, constructs or assembles displays from a variety of materials, and dismantles existing displays and returns merchandise to relevant departments; • provides feedback about displays to senior 	<p>RQF 3</p>

	<p>managers.</p> <p>Related job titles:</p> <ul style="list-style-type: none"> • Merchandiser • Sales merchandiser • Visual merchandising manager • Window dresser <p>Salary rate: £18,200</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
7130 Sales supervisors	<p>Example job tasks:</p> <ul style="list-style-type: none"> • directly supervises and coordinates the activities of sales and related workers; • establishes and monitors work schedules to meet sales and productivity targets; • liaises with managers and other departments to resolve operational problems; • determines or recommends staffing and other needs to meet sales and productivity targets; • reports as required to managerial staff on departmental activities. <p>Related job titles:</p> <ul style="list-style-type: none"> • Sales supervisor (retail trade: delivery round) • Section manager (retail trade) • Shop supervisor (retail trade) • Supervisor (retail, wholesale trade) • Team leader (retail trade) <p>Salary rate: £16,600</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	RQF 3
7215 Market research interviewers	<p>Example job tasks:</p> <ul style="list-style-type: none"> • approaches members of the public, individuals, households and organisations to arrange and conduct face-to-face interviews, 	RQF 3

	<p>telephone interviews, focus groups, panel interviews etc.;</p> <ul style="list-style-type: none"> • records progress of interviews by noting answers, completing questionnaires, making audio or visual recordings or inputting responses into a computer; • collects questionnaires, diaries, and other research materials left with interviewees and conducts follow-up interviews; • collates and reviews information collected and compiles reports to pass back to the organisation/individual commissioning the market research. <p>Related job titles:</p> <ul style="list-style-type: none"> • Interviewer (market research) • Market researcher (interviewing) • Telephone interviewer • Telephone researcher • Traffic enumerator <p>Salary rate: £15,600</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
8124 Energy plant operatives	<p>Example job tasks:</p> <ul style="list-style-type: none"> • determines job requirements from switchboard attendant or operating instructions; • opens valves and operates controls to regulate the flow of fuel to boiler or generating equipment; • operates remote control panel to load fuel and remove discharged fuel elements from nuclear reactors; • adjusts controls to maintain correct running speed of turbine or generator and monitors temperature and pressure controls on boilers; • records instrument readings periodically and shuts down turbine/generator or boiler as demand decreases; 	RQF 3

	<ul style="list-style-type: none"> • carries out minor maintenance tasks and prescribed tests and reports any faults. <p>Related job titles:</p> <ul style="list-style-type: none"> • Boilerman • Control room operator(electric) • Hydraulic engineman • Plant operator (electricity supplier) • Power station operator <p>Salary rate: £22,100</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
8126 Water and sewerage plant operatives	<p>Example job tasks:</p> <ul style="list-style-type: none"> • attends water filtration and purification plant, monitors chemical treatment and regulates treatment of water supply within strict guidelines; • opens and closes valves to regulate quantity and pressure of water and reports defective valves or abnormal water pressure; • stops water supply in an emergency and informs consumers likely to be affected; • regulates flow of raw sewage into screening plant, releases screened sewage and regulates its flow into detritus pits, sedimentation tanks and filtration beds; • cleans out screen compartments, sedimentation tanks and filtration beds manually or using mechanical scraper; • patrols sections of sewer, examines for any blockages or gas releases and clears blockages by flushing or by using boring rods; • digs trench and assists pipe layers to lay, renew or repair sewerage pipes. <p>Related job titles:</p> <ul style="list-style-type: none"> • Controller (water treatment) • Plant operator (sewage works) • Pump attendant • Water treatment engineer 	RQF 3

	<ul style="list-style-type: none"> • Water treatment operator <p>Salary rate: £21,000</p> <p>[Source: Annual Survey of Hours and Earnings 2016]</p>	
8215 Driving instructors	<p>Example job tasks:</p> <ul style="list-style-type: none"> • checks instruction and learning standards and discusses teaching plans with other instructors; • plans lessons in accordance with the needs and abilities of individual pupils; • explains driving techniques and assists pupil with difficulties; • familiarises pupil with the Highway Code and different road and traffic conditions; • advises pupil when to apply for theoretical and practical driving tests and familiarises them with test procedures and standards. <p>Related job titles:</p> <ul style="list-style-type: none"> • Driving instructor • HGV instructor • Instructor (driving school) • Motorcycle instructor <p>Salary rate: £18,400</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	RQF 3
8232 Marine and waterways transport operatives	<p>Example job tasks:</p> <ul style="list-style-type: none"> • ensures that necessary fuel supplies are on board and inspects engine, boilers and other mechanisms for correct functioning; • removes and repairs or replaces damaged or worn parts of plant and machinery and ensures that engine and plant machinery are well lubricated; • stows cargo, assists passengers to embark and disembark, watches for hazards and 	RQF3/ Lower-skilled

	<p>moors or casts off mooring ropes as required;</p> <ul style="list-style-type: none"> • steers ship, under the supervision of a duty officer, checks navigational aids and keeps bridge, wheel and chartroom clean and tidy; • performs other deck duties, including servicing and maintaining deck gear and rigging, splicing wire and fibre ropes, greasing winches and derricks, opening up and battening down hatches, securing gangways and ladders and lowering and raising lifeboats. <p>Related job titles:</p> <ul style="list-style-type: none"> • Engine room attendant (shipping) • Engineer, nos (boat, barge) • Ferryman • Merchant seaman • Seaman (shipping) <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Merchant navy master • Merchant navy chief officer • Merchant navy 2nd officer • Merchant navy 3rd officer • Merchant navy chief engineer officer • Merchant navy 2nd engineer officer • Merchant navy 3rd engineer officer • Merchant navy 4th engineer officer • Officer of the watch • Chief mate • Ship master <p>Salary rate: £28,800</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
9119 Fishing and other elementary agriculture occupations not	<p>Example job tasks:</p> <ul style="list-style-type: none"> • assists with the shooting, hauling and repairing of nets, prepares, lays and empties baited pots at intervals, operates winches and 	RQF3/ Lower-skilled

<p>elsewhere classified</p>	<p>lifting gear, and guts, sorts and stows fish;</p> <ul style="list-style-type: none"> • harvests oysters, mussels, clams and seaweed off natural or artificial beds, nets river fish and maintains them in spawning pens, assists with feeding and water treatment, and empties and cleans outdoor tanks; • cleans animals' quarters and renews bedding as necessary; • extracts semen for storage, selects appropriate semen from store, injects recipient animal and issues certificate giving pedigree and date of insemination; • incubates eggs in hatchery and supplies chicks for meat and egg production and game birds for reserves; • plants cuttings or shrubs, maintains hedges by clipping, pruning and re-planting, and picks fruit, vegetables, hops and flowers; • performs other farming and related tasks not elsewhere classified including sorting and marking livestock, catching rabbits, cutting peat, shearing sheep and sexing chickens. <p>Related job titles:</p> <ul style="list-style-type: none"> • Horticultural worker • Labourer (landscape gardening) • Mushroom picker • Nursery worker <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Sheep Shearers with a recognised qualification equivalent to British Wool Marketing Board (BWMB) Bronze, Silver or Gold Seal • Chick sexers (vent sexers) <p>Salary rate: £14,300</p> <p>[Source: Annual Survey of Hours and Earnings 2014 (no equivalent 2015 or 2016 data available)]</p>	
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<p>9273 Waiters and waitresses</p>	<p>Example job tasks:</p> <ul style="list-style-type: none"> • sets tables with clean linen, cutlery, crockery and glassware; • presents menus and wine lists to patrons and may describe dishes and advise on selection of food or wines; • takes down orders for food and/or drinks and passes order to kitchen and/or bar; • serves food and drinks; • presents bill and accepts payment at end of the meal. <p>Related job titles:</p> <ul style="list-style-type: none"> • Head waiter • Silver service waiter • Steward (catering) • Waiter • Waitress <p>Jobs within SOC which are skilled to RQF 3 (other jobs are lower-skilled):</p> <ul style="list-style-type: none"> • Head waiter or waitress, establishments with 80 or more covers (covers being the maximum number of customers that can be seated at any one time) • Sommelier <p>Salary rate: £10,800</p> <p>[Source: Annual Survey of Hours and Earnings 2015 (no equivalent 2016 data available)]</p>	<p>RQF3/ Lower-skilled</p>
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Table 5 – Further lower-skilled occupations which are ineligible for Sponsorship in Tier 2 (General) and Tier 2 (Intra-Company Transfer) applications

SOC code and description	Related job titles	Skill level
3233 Child and early years	Child protection officer Education welfare officer	Lower-skilled

officers	Portage worker (educational establishments)	
3315 Police community support officers	Civilian support officer (police service) Community support officer (police service) Police community support officer	Lower-skilled
4113 Local government administrative occupations	Administrative assistant (local government) Administrative officer (police service) Benefits assistant (local government) Clerical officer (local government) Local government officer nos	Lower-skilled
4121 Credit controllers	Credit control clerk Credit controller Debt management associate Loans administrator	Lower-skilled
4122 Book-keepers, payroll managers and wages clerks	Accounts administrator Accounts assistant Accounts clerk Auditor Bookkeeper Payroll clerk	Lower-skilled
4123 Bank and post office clerks	Bank clerk Cashier (bank) Customer adviser (building society) Customer service officer (bank) Post office clerk	Lower-skilled
4124 Finance officers	Deputy finance officer Finance officer Regional finance officer (PO)	Lower-skilled
4129 Financial administrative occupations not elsewhere classified	Cashier Finance administrator Finance assistant Finance clerk Tax assistant Treasurer Valuation assistant	Lower-skilled
4131 Records clerks and assistants	Admissions officer Clerical officer (hospital service) Filing clerk Records clerk Ward clerk	Lower-skilled

4132 Pensions and insurance clerks and assistants	Administrator (insurance) Claims handler Clerical assistant (insurance) Insurance clerk Pensions administrator	Lower-skilled
4133 Stock control clerks and assistants	Despatch clerk Material controller Stock control clerk Stock controller Stores administrator	Lower-skilled
4135 Library clerks and assistants	Information assistant (library) Learning resource assistant Library assistant Library clerk Library supervisor	Lower-skilled
4138 Human resources administrative occupations	Course administrator Human resources administrator Personnel administrator Personnel clerk	Lower-skilled
4159 Other administrative occupations not elsewhere classified	Administrative assistant Clerical assistant Clerical officer Clerk Office administrator	Lower-skilled
4162 Office supervisors	Administration supervisor Clerical supervisor Facilities supervisor Office supervisor	Lower-skilled
4211 Medical secretaries	Clinic coordinator Clinic administrator Medical administrator Medical secretary Secretary (medical practice)	Lower-skilled
4212 Legal secretaries	Legal administrator Legal clerk Legal secretary	Lower-skilled

	Secretary (legal services)	
4213 School secretaries	Clerical assistant (schools) School administrator School secretary Secretary (schools)	Lower-skilled
4216 Receptionists	Dental receptionist Doctor's receptionist Medical receptionist Receptionist Receptionist-secretary	Lower-skilled
4217 Typists and related keyboard occupations	Audio typist Computer operator Typist Typist-clerk Word processor	Lower-skilled
5225 Air-conditioning and refrigeration engineers	Air conditioning engineer Air conditioning fitter Refrigeration engineer Refrigeration technician Service engineer (refrigeration)	Lower-skilled
5237 Rail and rolling stock builders and repairers	Coach repairer (railways) Mechanical fitter (railway and rolling stock) Railway engineer Rolling stock technician	Lower-skilled
5250 Skilled metal, electrical and electronic trades supervisors	Electrical supervisor Maintenance supervisor (manufacturing) Workshop manager	Lower-skilled
5315 Carpenters and joiners	Carpenter Carpenter and joiner Joiner Kitchen fitter Shop fitter	Lower-skilled
5316 Glaziers, window	Glass Cutter Glazier	Lower-skilled

fabricators and fitters	Installer (double glazing) Window fabricator Window fitter	
5321 Plasterers	Fibrous plasterer Plasterer Plastering contractor	Lower-skilled
5322 Floorers and wall tilers	Carpet fitter Ceramic tiler Flooring contractor Mosaic floor layer	Lower-skilled
5323 Painters and decorators	Artexer French polisher Paper hanger Ship sprayer Wood stainer	Lower-skilled
5330 Construction and building trades supervisors	Builder's foreman Construction foreman Construction supervisor Maintenance supervisor Site foreman	Lower-skilled
5435 Cooks	Cook Cook-supervisor Head cook	Lower-skilled
6122 Childminders and related occupations	Au pair Child care assistant Child minder Nanny	Lower-skilled
6125 Teaching assistants	Classroom assistant School assistant Teaching assistant	Lower-skilled
6126 Educational support assistants	Education support assistant Learning support assistant Non-teaching assistant (schools) Special needs assistant (educational establishments) Support assistant (educational	Lower-skilled

	establishments)	
6132 Pest control officers	Fumigator Pest control officer Pest control technician Pest controller	Lower-skilled
6142 Ambulance staff (excluding paramedics)	Ambulance care assistant Ambulance driver Ambulance technician Emergency medical technician	Lower-skilled
6145 Care workers and home carers	Care assistant Care worker Carer Home care assistant Home carer Support worker (nursing home)	Lower-skilled
6147 Care escorts	Bus escort Escort Escort-driver School escort	Lower-skilled
6148 Undertakers, mortuary and crematorium assistants	Crematorium technician Funeral director Pall bearer Undertaker	Lower-skilled
6211 Sports and leisure assistants	Croupier Leisure attendant Lifeguard Sports assistant	Lower-skilled
6212 Travel agents	Reservations clerk (travel) Sales consultant (travel agents) Travel adviser Travel agent Travel consultant	Lower-skilled
6219 Leisure and travel service occupations not	Bus conductor Holiday representative Information assistant (tourism) Steward (shipping)	Lower-skilled

elsewhere classified	Tour guide	
6221 Hairdressers and barbers	Barber Colourist (hairdressing) Hair stylist Hairdresser	Lower-skilled
6222 Beauticians and related occupations	Beautician Beauty therapist Nail technician Tattooist	Lower-skilled
6231 Housekeepers and related occupations	Cook-housekeeper House keeper Lifestyle manager	Lower-skilled
6232 Caretakers	Caretaker Janitor Porter (college) Site manager (educational establishments)	Lower-skilled
6240 Cleaning and housekeeping managers and supervisors	Butler Cleaner-in-charge Cleaning supervisor Domestic supervisor Head house keeper Supervisor (cleaning)	Lower-skilled
7111 Sales and retail assistants	Retail assistant Sales adviser Sales assistant Sales consultant (retail trade) Shop assistant	Lower-skilled
7112 Retail cashiers and check-out operators	Check-out operator Forecourt attendant General assistant (retail trade: check-out) Till operator	Lower-skilled
7113 Telephone salespersons	Sales adviser (telephone sales) Telesales executive Telesales operator	Lower-skilled

7114 Pharmacy and other dispensing assistants	Dispenser Health care assistant (retail chemist) Optical assistant Pharmacy assistant	Lower-skilled
7115 Vehicle and parts salespersons and advisers	Car sales executive Car salesman Parts adviser (retail trade) Parts salesman (motor vehicle repair)	Lower-skilled
7121 Collector salespersons and credit agents	Agent (insurance) Canvasser Collector (insurance) Distributor (door-to-door sales) Insurance agent	Lower-skilled
7122 Debt, rent and other cash collectors	Collecting agent Collector (gas supplier) Debt collector Meter reader Vending operator	Lower-skilled
7123 Roundspersons and van salespersons	Dairyman (retail trade: delivery round) Ice-cream salesman Milkman (milk retailing) Roundsman Van salesman	Lower-skilled
7124 Market and street traders and assistants	Market assistant Market trader Owner (market stall) Stall holder Street trader	Lower-skilled
7129 Sales related occupations not elsewhere classified	Demonstrator Hire controller Sales representative (retail trade)	Lower-skilled
7211 Call and contact centre occupations	Call centre agent Call centre operator Customer service adviser (call centre)	Lower-skilled

	Customer service operator	
7213 Telephonists	Call handler (motoring organisation) Operator (telephone) Switchboard operator (telephone) Telephonist Telephonist-receptionist	Lower-skilled
7214 Communication operators	Call handler (emergency services) Communications operator Control room operator (emergency services) Controller (taxi service)	Lower-skilled
7219 Customer service occupations not elsewhere classified	Customer adviser Customer service administrator Customer service adviser Customer service assistant Customer services representative	Lower-skilled
8111 Food, drink and tobacco process operatives	Baker (food products mfr) Bakery assistant Factory worker (food products mfr) Meat processor Process worker (brewery) Process worker (dairy)	Lower-skilled
8112 Glass and ceramics process operatives	Glass worker Kiln man (glass mfr) Process worker (fibre glass mfr)	Lower-skilled
8113 Textile process operatives	Hosiery worker Machinist (rope, twine mfr) Process worker (textile mfr) Spinner (paper twine mfr)	Lower-skilled
8114 Chemical and related process operatives	Gas producer operator Process technician (chemical mfr) Process worker (cement mfr) Process worker (nuclear fuel production)	Lower-skilled
8115 Rubber process operatives	Disc cutter (rubber mfr) Moulder (rubber goods mfr) Process worker (rubber reclamation)	Lower-skilled

	Tyre builder	
8116 Plastics process operatives	Extrusion operator (plastics mfr) Fabricator (plastics mfr) Injection moulder Laminator (fibreglass) Process worker (plastic goods mfr)	Lower-skilled
8117 Metal making and treating process operatives	Degreaser (metal trades) Foreman (metal refining) Furnaceman (metal trades) Process worker (nickel mfr) Wire drawer	Lower-skilled
8118 Electroplaters	Electroplater Galvaniser Metal sprayer Powder coater	Lower-skilled
8119 Process operatives not elsewhere classified	Melting pot assistant (electric cable) Mixing plant foreman (asphalt mfr) Process worker (electrical engineering) Stone finisher (cast concrete products mfr)	Lower-skilled
8121 Paper and wood machine operatives	Box maker (cardboard) Guillotine operator (printing) Machinist (paper goods mfr) Sawyer Wood machinist	Lower-skilled
8122 Coal mine operatives	Coal miner Colliery worker Driller (coal mine)	Lower-skilled
8123 Quarry workers and related operatives	Derrickman (oil wells) Diamond driller (well sinking) Plant operator (quarry) Quarry operative	Lower-skilled
8125 Metal working machine operatives	Engineer, nos Machinist (metal trades) Metal polisher Process worker (metal trades)	Lower-skilled

8127 Printing machine assistants	Finishing operative (printing) Lithographer (printing) Machinist (printing) Print operator Printer's assistant	Lower-skilled
8129 Plant and machine operatives not elsewhere classified	Bench hand (metal trades) Cable maker (spring mfr) Laser operator Manufacturer (metal goods mfr) Saw doctor	Lower-skilled
8131 Assemblers (electrical and electronic products)	Assembler (electrical, electronic equipment mfr) Line operator (electrical) Solderer Team leader (electrical, electronic equipment mfr: assembly) Technical operator (circuit board mfr)	Lower-skilled
8132 Assemblers (vehicles and metal goods)	Assembler (metal trades) Lineworker (vehicle mfr) Manufacturing operator (metal trades) Process worker (metal trades: assembly) Team leader (motor vehicle mfr: assembly)	Lower-skilled
8133 Routine inspectors and testers	Quality assurance inspector Quality auditor Quality controller Quality inspector Test engineer	Lower-skilled
8134 Weighers, graders and sorters	Grader (food products mfr) Metal sorter Selector (ceramics mfr) Weighbridge clerk Weighbridge operator	Lower-skilled
8135 Tyre, exhaust and windscreen fitters	Tyre and exhaust fitter Tyre fitter Tyre technician Windscreen fitter	Lower-skilled
8137 Sewing	Overlocker	Lower-

machinists	Seamstress Sewing machinist Stitcher Upholstery machinist	skilled
8139 Assemblers and routine operatives not elsewhere classified	Assembler Gluer (furniture mfr) Paint line operator Production assistant Riveter (soft toy mfr)	Lower- skilled
8141 Scaffolders, stagers and riggers	Bell hanger (church bells) Stage rigger (shipbuilding) Tackleman (steelworks)	Lower- skilled
8142 Road construction operatives	Asphalter Concrete finisher (building construction) Highways maintenance hand Paver Road worker	Lower- skilled
8143 Rail construction and maintenance operatives	Line Inspector (railways) Maintenance man (railway maintenance and repair) Relayer (railways) Trackman (railways) Ultrasonic engineer (railway maintenance and repair)	Lower- skilled
8149 Construction operatives not elsewhere classified	Asbestos remover Cable layer Demolition worker Dry liner General handyman Maintenance man Thermal insulation engineer	Lower- skilled
8211 Large goods vehicle drivers	Haulage contractor HGV driver Lorry driver Owner (heavy goods vehicle)	Lower- skilled

	Tanker driver	
8212 Van drivers	Bus driver Coach driver Coach operator Minibus driver PSV driver	Lower-skilled
8213 Bus and coach drivers	Bus driver Coach driver Coach operator Minibus driver PSV driver	Lower-skilled
8214 Taxi and cab drivers and chauffeurs	Chauffeur Mini cab driver Taxi driver Taxi owner	Lower-skilled
8221 Crane drivers	Crane driver Crane operator Haulage engine driver Winchman	Lower-skilled
8222 Fork-lift truck drivers	Fork lift driver Fork lift truck driver Fork truck operator Stacker-driver	Lower-skilled
8223 Agricultural machinery drivers	Agricultural machinist Attendant (agricultural machinery) Operator (agricultural machinery) Tractor driver (agriculture)	Lower-skilled
8229 Mobile machine drivers and operatives not elsewhere classified	Digger driver Dredger Excavator driver JCB driver Plant operator Rig operator	Lower-skilled
8231 Train and tram drivers	Train driver Train operator Tram driver	Lower-skilled

8233 Air transport operatives	Aircraft dispatcher Baggage handler Cargo handler (airport) Ramp agent Refueller (airport)	Lower-skilled
8234 Rail transport operatives	Railway worker Shunter Signalman (railways) Transport supervisor (railways)	Lower-skilled
8239 Other drivers and transport operatives not elsewhere classified	Bus inspector Operations assistant (freight handling) Test driver (motor vehicle mfr) Transport supervisor Yard foreman (road transport)	Lower-skilled
9111 Farm workers	Agricultural worker Farm labourer Farm worker Herdsman Shepherd	Lower-skilled
9112 Forestry workers	Forestry contractor Forestry worker Lumberjack	Lower-skilled
9120 Elementary construction occupations	Electrician's mate (building construction) Ground worker (building construction) Hod carrier Labourer (building construction)	Lower-skilled
9132 Industrial cleaning process occupations	Cleaner and greaser Factory cleaner Hygiene operator Industrial cleaner	Lower-skilled
9134 Packers, bottlers, canners and fillers	Factory worker (packing) Packaging operator Packer Paint filler	Lower-skilled
9139	Factory worker	Lower-

Elementary process plant occupations not elsewhere classified	Fitter's mate Labourer (engineering) Material handler	skilled
9211 Postal workers, mail sorters, messengers and couriers	Courier Leaflet distributor Mail sorter Messenger Postman	Lower-skilled
9219 Elementary administration occupations not elsewhere classified	General assistant Office junior Office worker Reprographic technician	Lower-skilled
9231 Window cleaners	Window cleaner Window cleaning contractor	Lower-skilled
9232 Street cleaners	Cleansing operative (street cleaning) Road sweeper Street cleaner	Lower-skilled
9233 Cleaners and domestics	Chambermaid Cleaner Domestic Home help School cleaner	Lower-skilled
9234 Launderers, dry cleaners and pressers	Carpet cleaner Dry cleaner Garment presser Laundry assistant Laundry worker	Lower-skilled
9235 Refuse and salvage occupations	Binman (local government: cleansing department) Hopper attendant (refuse destruction) Refuse disposal operative Salvage worker	Lower-skilled

9236 Vehicle valeters and cleaners	Car wash assistant Carriage service man (railways) Motor car polisher (garage) Vehicle valeter	Lower-skilled
9239 Elementary cleaning occupations not elsewhere classified	Amenity block attendant Chimney cleaner Sweep (chimney) Toilet attendant	Lower-skilled
9241 Security guards and related occupations	CCTV operator Park keeper Private investigator Security guard Security officer	Lower-skilled
9242 Parking and civil enforcement occupations	Car park attendant Community warden Parking attendant Traffic warden	Lower-skilled
9244 School midday and crossing patrol occupations	Dinner lady (schools) Lollipop man Lunchtime supervisor Midday supervisor School crossing patrol	Lower-skilled
9249 Elementary security occupations not elsewhere classified	Bailiff Commissionaire Court usher Door supervisor Doorman	Lower-skilled
9251 Shelf fillers	General assistant (retail trade) Grocery assistant Shelf filler Shelf stacker	Lower-skilled
9259 Elementary sales	Code controller (wholesale, retail trade) Home shopper Order picker (retail trade)	Lower-skilled

occupations not elsewhere classified	Trolley assistant (wholesale, retail trade)	
9260 Elementary storage occupations	Labourer (haulage contractor) Order picker Warehouse assistant Warehouse operator Warehouse supervisor Warehouseman	Lower-skilled
9271 Hospital porters	Hospital porter Porter (hospital service) Portering supervisor (hospital services)	Lower-skilled
9272 Kitchen and catering assistants	Catering assistant Crew member (fast food outlet) Kitchen assistant Kitchen porter	Lower-skilled
9274 Bar staff	Bar supervisor Barmaid Barperson Bartender Glass collector (public house)	Lower-skilled
9275 Leisure and theme park attendants	Arcade assistant Cinema attendant Ride operator Steward (sports ground) Usher Usherette	Lower-skilled
9279 Other elementary services occupations not elsewhere classified	Bingo caller Hotel assistant Night porter Porter (residential buildings) Stage hand (entertainment)	Lower-skilled

Table 6 – Occupations which are ineligible for Tier 2 (General) and Tier 2 (Intra Company Transfer) applications for reasons other than skill level

SOC code and description	Related job titles	Reason for ineligibility
1116 Elected officers and representatives	Councillor (local government) Member of Parliament	Those subject to immigration control cannot stand for elections.
1171 Officers in armed forces	Army officer Flight-lieutenant Squadron-leader	Those subject to immigration control cannot apply for jobs in this occupation.
2444 Clergy	Chaplain Minister (religious organisation) Pastor Priest Vicar	Tier 2 applicants for this occupation must apply in the Tier 2 (Minister of Religion) category.
3311 NCOs and other ranks	Aircraftman Aircraft technician (armed forces) Lance-corporal Sergeant (armed forces) Soldier Weapons engineer (armed forces)	Those subject to immigration control cannot apply for jobs in this occupation.
3314 Prison service officers (below principal officer)	Prison custodial officer Prison escort officer Prison officer Prison warden	Those subject to immigration control cannot apply for jobs in this occupation.
3441 Sports players	Cricketer Footballer Golfer	Applicants for this occupation must be sponsored in the Tier 2 (Sportsperson) category or Tier 5 (Temporary Worker) Creative and Sporting category.
3442 Sports coaches,	Referee Riding instructor	Applicants for this occupation must be

instructors and officials	Sports development officer Swimming teacher	sponsored in the Tier 2 (Sportsperson) category or Tier 5 (Temporary Worker) Creative and Sporting category.
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Table 7 – Transition from SOC 2000 to SOC 2010 for applicant continuing to work in the same occupation

SOC 2000 code and description, as stated on previous Certificate of Sponsorship	Skill level (SOC 2000)	SOC 2010 code(s) and description(s), the most relevant of which must be stated on new Certificate of Sponsorship	Skill level (SOC 2010)
1111 Senior officials in national government	RQF 6	1115 Chief executives and senior officials	RQF 6
1112 Directors and chief executives of major organisations	RQF 6	1115 Chief executives and senior officials 1131 Financial managers and directors	RQF 6
1113 Senior officials in local government	RQF 6	1139 Functional managers and directors not elsewhere classified 2424 Business and financial project management professionals	RQF 6
1114 Senior officials of special interest organisations	RQF 6	1139 Functional managers and directors not elsewhere classified 2424 Business and	RQF 6

		financial project management professionals	
1121 Production, works and maintenance managers	RQF 6	1121 Production managers and directors in manufacturing	RQF 6
1122 Managers in construction	RQF 6	1122 Production managers and directors in construction 2436 Construction project managers and related professionals	RQF 6
1123 Managers in mining and energy	RQF 6	1123 Production managers and directors in mining and energy 2424 Business and financial project management professionals	RQF 6
1131 Financial managers and chartered secretaries	RQF 6	1131 Financial managers and directors	RQF 6
1132 Marketing and sales managers	RQF 6	1132 Marketing and sales directors	RQF 6
1132 Marketing and sales managers	RQF 6	3545 Sales accounts and business development managers	RQF 6
1133 Purchasing managers	RQF 6	1133 Purchasing managers and directors	RQF 6
1134 Advertising	RQF 6	1134 Advertising	RQF 6

and public relations directors		and public relations managers 2473 Advertising accounts managers and creative directors	
1135 Personnel, training and industrial relations managers	RQF 6	1135 Human resource managers and directors	RQF 6
1135 Personnel, training and industrial relations managers	RQF 6	3563 Vocational and industrial trainers and instructors	RQF 4
1136 Information technology and telecommunications directors	RQF 6	1136 Information and communication technology managers 2133 IT specialist managers 2134 IT project and programme managers	RQF 6
1137 Research and development managers	PhD	1139 Functional managers and directors not elsewhere classified	RQF 6
1137 Research and development managers	PhD	2150 Research and development managers	PhD
1141 Quality assurance managers	RQF 6	2462 Quality assurance and regulatory professionals	RQF 6
1142 Customer care managers	RQF 4	7220 Customer service managers and supervisors	RQF 6

1151 Financial institution managers	RQF 6	1150 Financial institution managers and directors 2424 Business and financial project management professionals 3538 Financial accounts managers	RQF 6
1152 Office managers	RQF 4	3538 Financial accounts managers	RQF 6
1152 Office managers	RQF 4	4161 Office managers	RQF 4
1161 Transport and distribution managers	RQF 6	1161 Managers and directors in transport and distribution	RQF 6
1162 Storage and warehouse managers	RQF 3	1162 Managers and directors in storage and warehousing	RQF 3
1163 Retail and wholesale managers	RQF 3	1190 Managers and directors in retail and wholesale 7130 Sales supervisors	RQF 3
1172 Police officers (inspectors and above)	RQF 6	1172 Senior police officers	RQF 6
1173 Senior officers in fire, ambulance, prison and related services	RQF 6	1173 Senior officers in fire, ambulance, prison and related services	RQF 6
1174 Security managers	RQF 4	3319 Protective service associate professionals not	RQF 4

		elsewhere classified	
1181 Health services and public health managers and directors	RQF 6	1181 Hospital and health service managers 2231 Nurses	RQF 6
1182 Pharmacy managers	RQF 6	2213 Pharmacists	RQF 6
1183 Healthcare practice managers	RQF 4	1241 Health care practice managers	RQF 4
1184 Social services managers and directors	RQF 6	1184 Social services managers 2424 Business and financial project management professionals	RQF 6
1185 Residential and day care managers	RQF 4	1242 Residential, day and domiciliary care managers and proprietors	RQF 4
1211 Farm managers	RQF 3	1211 Managers and proprietors in agriculture and horticulture	RQF 4
1212 Natural environment and conservation managers	RQF 6	2141 Conservation professionals 2142 Environment professionals	RQF 6
1219 Managers in animal husbandry, forestry and fishing not elsewhere classified	RQF 4	1211 Managers and proprietors in agriculture and horticulture 1213 Managers and proprietors in forestry, fishing and related services	RQF 4

1219 Managers in animal husbandry, forestry and fishing not elsewhere classified	RQF 4	5119 Agricultural and fishing trades not elsewhere classified	RQF3/ Lower-skilled
1221 Hotel and accommodation managers	RQF 3	1221 Hotel and accommodation managers and proprietors	RQF 3
1222 Conference and exhibition managers	RQF 4	3546 Conference and exhibition managers and organisers	RQF 4
1223 Restaurant and catering managers	RQF 3/ Lower-skilled	1223 Restaurant and catering establishment managers and proprietors 5436 Catering and bar managers	RQF 3/ Lower-skilled
1224 Publicans and managers of licensed premises	RQF 3/ Lower-skilled	1224 Publicans and managers of licensed premises	RQF 3/ Lower-skilled
1225 Leisure and sports managers	RQF 3	1225 Leisure and sports managers	RQF 3
1226 Travel agency managers	RQF 3	1226 Travel agency managers and proprietors	RQF 3
1231 Property, housing and land managers	RQF 4	1251 Property, housing and estate managers	RQF 4
1232 Garage managers and proprietors	RQF 3	1252 Garage managers and proprietors	RQF 3
1233 Hairdressing	RQF 3	1253 Hairdressing	RQF 3

and beauty salon managers and proprietors		and beauty salon managers and proprietors	
1234 Shopkeepers and wholesale / retail dealers	RQF 3	1254 Shopkeepers and proprietors - wholesale and retail	RQF 3
1235 Recycling and refuse disposal managers	RQF 4	1255 Waste disposal and environmental services managers	RQF 4
1239 Managers and proprietors in other services not elsewhere classified	RQF 4	1259 Managers and proprietors in other services not elsewhere classified	RQF 4
2111 Chemists	PhD	2111 Chemical scientists	PhD
2112 Biological scientists and research chemists	PhD	2112 Biological scientists and biochemists	PhD
2113 Physicists, geologists and meteorologists	PhD	2113 Physical scientists	PhD
2121 Civil engineers	RQF 6	2121 Civil engineers	RQF 6
2122 Mechanical engineers	RQF 6	2122 Mechanical engineers	RQF 6
2123 Electrical engineers	RQF 6	2123 Electrical engineers	RQF 6
2124 Electronics engineers	RQF 6	2124 Electronics engineers	RQF 6
2125 Chemical engineers	RQF 6	2127 Production and process engineers	RQF 6
2126 Design and development engineers	RQF 6	2126 Design and development engineers	RQF 6

2127 Production and process engineers	RQF 6	2127 Production and process engineers	RQF 6
2128 Planning and quality control engineers	RQF 6	2127 Production and process engineers 2461 Quality control and planning engineers	RQF 6
2128 Planning and quality control engineers	RQF 6	3116 Planning, process and production technicians	RQF 4
2129 Engineering professionals not elsewhere classified	RQF 6	2129 Engineering professionals not elsewhere classified	RQF 6
2131 IT strategy and planning professionals	RQF 6	2139 Information technology and telecommunications professionals not elsewhere classified	RQF 6
2132 Software professionals	RQF 6	2135 IT business analysts, architects and systems designers 2136 Programmers and software development professionals 2139 Information technology and telecommunications professionals not elsewhere classified	RQF 6
2211 Medical practitioners	RQF 6	2211 Medical practitioners	RQF 6
2212 Psychologists	RQF 6	2212 Psychologists	RQF 6

2213 Pharmacists / pharmacologists	RQF 6	2213 Pharmacists	RQF 6
2214 Ophthalmic opticians	RQF 6	2214 Ophthalmic opticians	RQF 6
2215 Dental practitioners	RQF 6	2215 Dental practitioners	RQF 6
2216 Veterinarians	RQF 6	2216 Veterinarians	RQF 6
2311 Higher education teaching professionals	PhD	2311 Higher education teaching professionals	PhD
2312 Further education teaching professionals	RQF 6	2312 Further education teaching professionals	RQF 6
2313 Education officers, school inspectors	RQF 6	2318 Education advisers and school inspectors	RQF 6
2314 Secondary education teaching professionals	RQF 6	2314 Secondary education teaching professionals	RQF 6
2315 Primary and nursery education teaching professionals	RQF 6	2315 Primary and nursery education teaching professionals	RQF 6
2316 Special needs education teaching professionals	RQF 6	2316 Special needs education teaching professionals	RQF 6
2317 Registrars and senior administrators of educational establishments	RQF 6	2317 Senior professionals of educational establishments	RQF 6
2319 Teaching professionals not	RQF 6	2319 Teaching and other educational professionals not	RQF 6

elsewhere classified		elsewhere classified	
2321 Scientific researchers	PhD	2119 Natural and social science professionals not elsewhere classified	PhD
2322 Social science researchers	PhD	2114 Social and humanities scientists	PhD
2329 Researchers not elsewhere classified	PhD	2119 Natural and social science professionals not elsewhere classified	PhD
2329 Researchers not elsewhere classified	PhD	2426 Business and related research professionals	RQF 6
2411 Solicitors and lawyers, judges and coroners	RQF 6	2412 Barristers and judges 2413 Solicitors 2419 Legal professionals not elsewhere classified	RQF 6
2419 Legal professionals not elsewhere classified	RQF 6	2419 Legal professionals not elsewhere classified	RQF 6
2421 Chartered and certified accountants	RQF 6	2421 Chartered and certified accountants	RQF 6
2422 Management accountants	RQF 6	2421 Chartered and certified accountants	RQF 6
2423 Management consultants, actuaries, economists and statisticians	RQF 6	2423 Management consultants and business analysts 2425 Actuaries, economists and statisticians	RQF 6

2431 Architects	RQF 6	2431 Architects	RQF 6
2432 Town planners	RQF 6	2432 Town planning officers	RQF 6
2433 Quantity surveyors	RQF 6	2433 Quantity surveyors	RQF 6
2434 Chartered surveyors (not quantity surveyors)	RQF 6	2434 Chartered surveyors	RQF 6
2441 Public service administrative professionals	RQF 6	2429 Business, research and administrative professionals not elsewhere classified	RQF 6
2442 Social workers	RQF 6	2442 Social workers	RQF 6
2443 Probation officers	RQF 6	2443 Probation officers	RQF 6
2451 Librarians	RQF 6	2451 Librarians	RQF 6
2452 Archivists and curators	RQF 6	2452 Archivists and curators	RQF 6
3111 Laboratory technicians	RQF 3	3111 Laboratory technicians	RQF 3
3112 Electrical / electronics technicians	RQF 3	3112 Electrical and electronics technicians	RQF 3
3113 Engineering technicians	RQF 3	3113 Engineering technicians	RQF 3
3114 Building and civil engineering technicians	RQF 3	3114 Building and civil engineering technicians	RQF 3
3115 Quality assurance	RQF 3	3115 Quality assurance	RQF 3

technicians		technicians	
3119 Science, engineering and production technicians not elsewhere classified	RQF 3	3116 Planning, process and production technicians	RQF 4
3119 Science, engineering and production technicians not elsewhere classified	RQF 3	3119 Science and engineering technicians not elsewhere classified	RQF 3
3121 Architectural and town planning technicians	RQF 4	2435 Chartered architectural technologists 3121 Architectural technologists and town planning technicians	RQF 4
3122 Draughtspersons	RQF 3	3122 Draughtspersons	RQF 3
3123 Building inspectors	RQF 4	3565 Inspectors of standards and regulations	RQF 4
3131 IT operations technicians	RQF 4	3131 IT operations technicians	RQF 4
3132 IT user support technicians	RQF 3/ Lower-skilled	3132 IT user support technicians	RQF 3/ Lower-skilled
3211 Nurses	RQF 6	2231 Nurses	RQF 6
3212 Midwives	RQF 6	2232 Midwives	RQF 6
3213 Paramedics	RQF 4	3213 Paramedics	RQF 6
3214 Medical radiographers	RQF 6	2217 Medical radiographers	RQF 6
3215 Chiropodists	RQF 6	2218 Podiatrists	RQF 6

3216 Dispensing opticians	RQF 3	3216 Dispensing opticians	RQF 3
3217 Pharmaceutical dispensers	RQF3/ Lower-skilled	3217 Pharmaceutical technicians	RQF3/ Lower-skilled
3218 Medical and dental technicians	RQF 4	2219 Health professionals not elsewhere classified	RQF 6
3218 Medical and dental technicians	RQF 4	3218 Medical and dental technicians	RQF 4
3221 Physiotherapists	RQF 6	2221 Physiotherapists	RQF 6
3222 Occupational therapists	RQF 6	2222 Occupational therapists	RQF 6
3223 Speech and language therapists	RQF 6	2223 Speech and language therapists	RQF 6
3229 Therapists not elsewhere classified	RQF 6	2229 Therapy professionals not elsewhere classified	RQF 6
3229 Therapists not elsewhere classified	RQF 6	3219 Health associate professionals not elsewhere classified	RQF 4
3231 Youth and community workers	RQF 3	2449 Welfare professionals not elsewhere classified	RQF 6
3231 Youth and community workers	RQF 3	3231 Youth and community workers 3239 Welfare and housing associate professionals not elsewhere classified	RQF 3
3232 Housing and	RQF 3	3234 Housing officers	RQF 3

welfare officers		3235 Counsellors 3239 Welfare and housing associate professionals not elsewhere classified	
3312 Police officers (sergeant and below)	RQF 3	3312 Police officers (sergeant and below)	RQF 3
3313 Fire service officers (leading fire officer and below)	RQF 3	3313 Fire service officers (watch manager and below)	RQF 3
3319 Protective service associate professionals not elsewhere classified	RQF 4	3319 Protective service associate professionals not elsewhere classified	RQF 4
3411 Artists	RQF 4	3411 Artists	RQF 4
3412 Authors, writers	RQF 4	3412 Authors, writers and translators	RQF 4
3413 Actors, entertainers	RQF 4	3413 Actors, entertainers and presenters	RQF 4
3414 Dancers and choreographers	RQF 4	3414 Dancers and choreographers	RQF 4
3415 Musicians	RQF 6	3415 Musicians	RQF 6
3416 Arts officers, producers and directors	RQF 6	3416 Arts officers, producers and directors	RQF 6
3421 Graphic designers	RQF 3	2137 Web design and development professionals	RQF 6
3421 Graphic designers	RQF 3	3421 Graphic designers	RQF 3

3422 Product, clothing and related designers	RQF 4	3422 Product, clothing and related designers	RQF 4
3431 Journalists, newspaper and periodical editors	RQF 6	2471 Journalists, newspaper and periodical editors	RQF 6
3432 Broadcasting associate	RQF 6	3416 Arts officers, producers and professionals directors	RQF 6
3433 Public relations officers	RQF 6	2472 Public relations professionals	RQF 6
3434 Photographers and audio-visual equipment operators	RQF3/ Lower-skilled	3417 Photographers, audio-visual and broadcasting equipment operators	RQF3/ Lower-skilled
3443 Fitness instructors	RQF 3	3511 Air traffic controllers	RQF 3
3512 Aircraft pilots and flight engineers	RQF 3	3512 Aircraft pilots and flight engineers	RQF 3
3513 Ship and hovercraft officers	RQF 4	3513 Ship and hovercraft officers	RQF 4
3520 Legal associate professionals	RQF 3	3520 Legal associate professionals	RQF 3
3531 Estimators, valuers and assessors	RQF 4	3531 Estimators, valuers and assessors	RQF 4
3532 Brokers	RQF 6	3532 Brokers	RQF 6
3533 Insurance underwriters	RQF 3	3533 Insurance underwriters	RQF 3
3534 Finance and investment analysts	RQF 6	3534 Finance and investment analysts	RQF 6

/ advisers		and advisers	
3535 Taxation experts	RQF 6	3535 Taxation experts	RQF 6
3536 Importers, exporters	RQF 3	3536 Importers and exporters	RQF 3
3537 Financial and accounting technicians	RQF 4	3537 Financial and accounting technicians	RQF 4
3539 Business and related associate professionals not elsewhere classified	RQF 4	3539 Business and related associate professionals not elsewhere classified 3546 Conference and exhibition managers and organisers	RQF 4
3541 Buyers and purchasing officers	RQF 4	3541 Buyers and procurement officers	RQF 4
3542 Sales representatives	RQF 3	3542 Business sales executives 4151 Sales administrators	RQF 3
3543 Marketing associate professionals	RQF 4	3543 Marketing associate professionals	RQF 4
3544 Estate agents, auctioneers	RQF 3	3544 Estate agents and auctioneers	RQF 3
3551 Conservation and environmental protection officers	RQF 4	2141 Conservation professionals 2142 Environment professionals	RQF 6
3552 Countryside and park rangers	RQF 3	3550 Conservation and environmental associate	RQF 3

		professionals	
3561 Public services associate professionals	RQF 4	2429 Business, research and administrative professionals not elsewhere classified	RQF 6
3561 Public services associate professionals	RQF 4	3561 Public service associate professionals	RQF 4
3562 Personnel and industrial relations officers	RQF 3	3562 Human resources and industrial relations officers	RQF 3
3563 Vocational and industrial trainers and instructors	RQF 3	3563 Vocational and industrial trainers and instructors	RQF 4
3564 Careers advisers and vocational guidance specialists	RQF 4	3564 Careers advisers and vocational guidance specialists	RQF 4
3565 Inspectors of factories, utilities and trading standards	RQF 6	3565 Inspectors of standards and regulations	RQF 4
3566 Statutory examiners	RQF 4	3565 Inspectors of standards and regulations	RQF 4
3567 Occupational hygienists and safety officers (health and safety)	RQF 4	2219 Health professionals not elsewhere classified	RQF 6
3567 Occupational hygienists and safety officers	RQF 4	3567 Health and safety officers	RQF 4

(health and safety)			
3568 Environmental health officers	RQF6	2463 Environmental health professionals 3565 Inspectors of standards and regulations	RQF 6
4111 Civil Service executive officers	RQF 3	3561 Public services associate professionals	RQF 4
4111 Civil Service executive officers	RQF 3	4112 National government administrative occupations	RQF 3
4114 Officers of non-governmental organisations	RQF 3	4114 Officers of non-governmental organisations	RQF 3
4134 Transport and distribution clerks	RQF 3	4134 Transport and distribution clerks and assistants	RQF 3
4137 Market research interviewers	RQF 3	7215 Market research interviewers	RQF 3
4214 Company secretaries	RQF 3	4214 Company secretaries	RQF 3
4215 Personal assistants and other secretaries	RQF 3	4215 Personal assistants and other secretaries	RQF 3
5111 Farmers	RQF 3/ Lower-skilled	5111 Farmers	RQF3/ Lower-skilled
5112 Horticultural trades	RQF3/ Lower-skilled	5112 Horticultural trades	RQF3/ Lower-skilled
5113 Gardeners and landscape gardeners	RQF3/ Lower-skilled	5113 Gardeners and groundsmen / groundswomen	RQF3/ Lower-skilled

		5114 Groundsmen and greenkeepers	
5119 Agricultural and fishing trades not elsewhere classified	RQF3/ Lower-skilled	5119 Agricultural and fishing trades not elsewhere classified 6139 Animal care services occupations not elsewhere classified	RQF3/ Lower-skilled
5211 Smiths and forge workers	RQF 3	5211 Smiths and forge workers	RQF 3
5212 Moulders, core makers, die casters	RQF3/ Lower-skilled	5212 Moulders, core makers and die casters	RQF3/ Lower-skilled
5213 Sheet metal workers	RQF 3	5213 Sheet metal workers	RQF 3
5214 Metal plate workers, and riveters	RQF3/ Lower-skilled	5214 Metal plate workers, shipwrights, riveters 5236 Boat and ship builders and repairers	RQF3/ Lower-skilled
5215 Welding trades	RQF3/ Lower-skilled	5215 Welding trades	RQF3/ Lower-skilled
5216 Pipe fitters	RQF3/ Lower-skilled	5216 Pipe fitters	RQF3/ Lower-skilled
5221 Metal machining setters and setter-operators	RQF 3	5221 Metal machining setters and setter-operators	RQF 3
5222 Tool makers, tool fitters and markers-out	RQF 3	5222 Tool makers, tool fitters and markers-out	RQF 3
5223 Metal working	RQF3/ Lower-	5223 Metal working	RQF3/ Lower-

production and maintenance fitters	skilled	production and maintenance fitters 5235 Aircraft maintenance and related trades	skilled
5224 Precision instrument makers and repairers	RQF 3	5224 Precision instrument makers and repairers	RQF 3
5231 Motor mechanics, auto engineers	RQF 3	5231 Vehicle technicians, mechanics and electricians	RQF 3
5232 Vehicle body builders and repairers	RQF 3	5232 Skilled metal, electrical and electronic trades supervisors	RQF 3
5233 Auto electricians	RQF 3	5231 Vehicle technicians, mechanics and electricians	RQF 3
5234 Vehicle spray painters	RQF 3	5234 Vehicle paint technicians	RQF 3
5241 Electricians, electrical fitters	RQF3/ Lower-skilled	5241 Electricians and electrical fitters	RQF3/ Lower-skilled
5242 Telecommunications engineers	RQF 3	5242 Telecommunications engineers	RQF 3
5243 Lines repairers and cable jointers	RQF3/ Lower-skilled	5249 Electrical and electronic trades not elsewhere classified	RQF3/ Lower-skilled
5244 TV, video and audio engineers	RQF 3	5244 TV, video and audio engineers	RQF 3
5245 Computer engineers, installation and	RQF 3	3132 IT user support technicians	RQF 3

maintenance			
5245 Computer engineers, installation and maintenance	RQF 3	5245 IT engineers	RQF3/ Lower-skilled
5249 Electrical / electronics engineers not elsewhere classified	RQF 3	5249 Electrical and electronic trades not elsewhere classified	RQF3/ Lower-skilled
5311 Steel erectors	RQF 3	5311 Steel erectors	RQF 3
5312 Bricklayers, masons	RQF3/ Lower-skilled	5312 Bricklayers and masons	RQF3/ Lower-skilled
5313 Roofers, roof tilers and slaters	RQF 3	5313 Roofers, roof tilers and slaters	RQF 3
5314 Plumbers, heating and ventilating engineers	RQF 3	5314 Plumbers and heating and ventilating engineers	RQF 3
5319 Construction trades not elsewhere classified	RQF 3	5319 Construction and building trades not elsewhere classified	RQF 3
5411 Weavers and knitters	RQF 3	5411 Weavers and knitters	RQF 3
5412 Upholsterers	RQF 3	5412 Upholsterers	RQF 3
5413 Leather and related trades	RQF 3	5413 Footwear and leather working trades	RQF 3
5414 Tailors and dressmakers	RQF3/ Lower-skilled	5414 Tailors and dressmakers	RQF3/ Lower-skilled
5419 Textiles, garments and related trades not	RQF3/ Lower-skilled	5419 Textiles, garments and related trades not	RQF3/ Lower-skilled

elsewhere classified		elsewhere classified	
5421 Originators, compositors and print preparers	RQF 3	5421 Pre-press technicians	RQF 3
5422 Printers	RQF 3	5422 Printers	RQF 3
5423 Bookbinders and print finishers	RQF 3	5423 Print finishing and binding workers	RQF 3
5424 Screen printers	RQF 3	5422 Printers	RQF 3
5431 Butchers, meat cutters	RQF 3	5431 Butchers	RQF 3
5432 Bakers, flour confectioners	RQF 3	5432 Bakers and flour confectioners	RQF 3
5433 Fishmongers, poultry dressers	RQF3/ Lower-skilled	5433 Fishmongers and poultry dressers	RQF3/ Lower-skilled
5434 Chefs, cooks	RQF3/ Lower-skilled	5434 Chefs	RQF3/ Lower-skilled
5491 Glass and ceramics makers, decorators and finishers	RQF 3	5441 Glass and ceramics makers, decorators and finishers	RQF 3
5492 Furniture makers, other craft woodworkers	RQF 3	5442 Furniture makers and other craft woodworkers	RQF 3
5493 Pattern makers (moulds)	RQF 3	5449 Other skilled trades not elsewhere classified	RQF 3
5494 Musical instrument makers and tuners	RQF 3	5449 Other skilled trades not elsewhere classified	RQF 3
5495 Goldsmiths,	RQF 3	5449 Other skilled	RQF 3

silversmiths, precious stone workers		trades not elsewhere classified	
5496 Floral arrangers, florists	RQF3/ Lower- skilled	5443 Florists	RQF3/ Lower- skilled
5499 Hand craft occupations not elsewhere classified	RQF 3	5449 Other skilled trades not elsewhere classified	RQF 3
6111 Nursing auxiliaries and assistants	RQF3/ Lower- skilled	6141 Nursing auxiliaries and assistants	RQF3/ Lower- skilled
6113 Dental nurses	RQF3/ Lower- skilled	6143 Dental nurses	RQF3/ Lower- skilled
6114 Houseparents and residential wardens	RQF 3	6144 Houseparents and residential wardens	RQF 3
6115 Care assistants and home carers	RQF3/ Lower- skilled	6146 Senior care workers	RQF3/ Lower- skilled
6121 Nursery nurses	RQF3/ Lower- skilled	6121 Nursery nurses and assistants	RQF3/ Lower- skilled
6123 Playgroup leaders / assistants	RQF3/ Lower- skilled	6123 Playworkers	RQF3/ Lower- skilled
6131 Veterinary nurses	RQF 3	6131 Veterinary nurses	RQF 3
6131 Veterinary nurses	RQF 3	6139 Animal care services occupations not elsewhere classified	RQF3/ Lower- skilled
6214 Air travel assistants	RQF 3	6214 Air travel assistants	RQF 3
6215 Rail travel assistants	RQF 3	6215 Rail travel assistants	RQF 3

7125 Merchandisers and window dressers	RQF 3	7125 Merchandisers and window dressers	RQF 3
8124 Energy plant operatives	RQF 3	8124 Energy plant operatives	RQF 3
8126 Water and sewerage plant operatives	RQF 3	8126 Water and sewerage plant operatives	RQF 3
8215 Driving instructors	RQF 3	8215 Driving instructors	RQF 3
8217 Seafarers (merchant navy); barge, lighter and boat operatives	RQF3/ Lower-skilled	8232 Marine and waterways transport operatives	RQF3/ Lower-skilled
9119 Fishing and agriculture related occupations not elsewhere classified	RQF3/ Lower-skilled	9119 Fishing and other elementary agriculture occupations not elsewhere classified	RQF3/ Lower-skilled
9224 Waiters, Waitresses	RQF3/ Lower-skilled	9273 Waiters and waitresses	RQF3/ Lower-skilled

Table 8 – Creative Sector Codes of Practice

Ballet	
Appropriate salary rate	Payment should be commensurate with industry standards set out at: www.equity.org.uk ;
Exemptions from advertising for those deemed to be making an additional contribution to the UK labour market	1. The dancer is required for continuity The applicant has worked for a period of one month or more during the past year on the same production outside the UK prior to coming to the UK. The “same production” means one which is largely the same in terms of direction and design as the production outside the UK. The Sponsor must be able to supply proof that the dancer is currently working, or has worked, on the

	<p>same production outside the UK and has done so, or did so, for at least one month during the past year, e.g. contract of employment, press cuttings, cast list.</p>
	<p>2. The dancer has international status The applicant is internationally famous in their field. (This is different to being well-known only in one country). The Sponsor must be able to supply proof that the dancer has international status, e.g. press cuttings, awards, publicity material, television/radio interviews, programmes.</p>
	<p>3. The dancer is engaged by a unit company A unit company is a ballet company which exists in a country outside the UK and has put on at least one production in that country. The Sponsor must be able to supply proof that the company has put on at least one production in its home country, e.g. press cuttings, awards, publicity material, television/radio interviews, programmes; and proof that the applicant is engaged by the unit company for the production in the UK, e.g. contract of employment.</p>
	<p>4. The dancer is recruited from a specified school for a specified company The applicant is recruited from: (a) the English National Ballet School for English National Ballet; (b) the Royal Ballet School for the Royal Ballet; or (c) the Royal Ballet School or Elmhurst School for Dance for Birmingham Royal Ballet. The Sponsor must be able to supply proof that, at the time of recruitment, the applicant was or recently had been a student at the school concerned, e.g. a letter of confirmation from the school, and proof that the applicant has been engaged by the company concerned, e.g. contract of employment, letter of confirmation from the company.</p>
<p>Required advertising media for other posts</p>	<p>At least one of:</p> <ul style="list-style-type: none"> • The Stage • Dance Europe • The Spotlight Link

Dancers (in dance forms other than ballet)	
Appropriate salary rate	Payment should be commensurate with industry standards set out at: www.equity.org.uk ;
Exemptions from advertising for those deemed to be making an additional contribution to the UK labour market	<p>1. The dancer is required for continuity The applicant has worked for a period of one month or more during the past year on the same production outside the UK prior to it coming to the UK. The “same production” means one which is largely the same in terms of direction and design as the production outside the UK. The Sponsor must be able to supply proof that the dancer is currently working or has worked on the same production outside the UK and has done so, or did so, for at least one month during the past year, e.g. contract of employment, press cuttings, cast list.</p>
	<p>2. The dancer has international status The applicant is internationally famous in their field. (This is different to being well-known only in one country.) The Sponsor must be able to supply proof that the dancer has international status, e.g. press cuttings, awards, publicity material, television/radio interviews, programmes.</p>
	<p>3. The dancer is engaged by a unit company A unit company is a dance company which exists in a country outside the UK and has put on at least one production in that country. The Sponsor must be able to supply proof that the company has put on at least one production in its home country, e.g. press cuttings, awards, publicity material, television/radio interviews, programmes; and proof that the individual is engaged by the unit company for the production in the UK, e.g. contract of employment.</p>
	<p>4. The dancer performs in a certain style unlikely to be available in the EEA It would not be reasonable to expect the sponsor to engage an EEA national because a style is required which would be unlikely to be available in the EEA labour force. The Sponsor must be able to supply proof</p>

	<p>that:</p> <p>(a) a certain style is required; and</p> <p>(b) the individual performs in that style, e.g. press cuttings, awards, publicity material, proof of training.</p>
<p>Required advertising media for other posts</p> <p>At least one of:</p>	<p>Dance agencies</p> <p>The Stage</p> <p>Dance Europe</p> <p>Juice</p> <p>The Spotlight</p>
<p>Performers in film and television</p>	
<p>Appropriate salary rate</p>	<p>Payment should be at least at the level of the appropriate UK market rates, which can be obtained from Equity at www.equity.org.uk or from 020 767 00246. No worker may be paid less</p>
<p>Exemptions from advertising for those deemed to be making an additional contribution to the UK labour market</p>	<p>1. The work is for continuity</p> <p>The Sponsor must be able to supply proof that the overseas national has worked on, or will be working on the same production overseas for at least one month. Where a Sponsor wishes to issue a Certificate of Sponsorship for reasons of continuity involving a performer that has worked on the same piece of work overseas for less than one month, the Sponsor must notify Equity at least 5 working days prior to the issuing of the certificate with details of the filming schedules. This is in order to verify that the migrant is being genuinely engaged for reasons of continuity. Sponsors may issue Certificates of Sponsorship for performers to enter the UK to undertake post-production work only and provided that such post-production work solely relates to their own role in the film or TV production. For such Certificate of Sponsorship, neither the one month requirement nor prior notice to Equity procedure applies. The Sponsor must be able to supply documentary proof that the performer has worked on, or will be working on, the same production outside the UK for at least a month e.g. contracts, press cuttings, cast lists, etc.</p>
	<p>2. The performer has international status</p> <p>The Sponsor must be able to provide proof the applicant</p>

	<p>is known internationally, or they have demonstrable international box-office appeal e.g. press cuttings, awards, accolades, publicity material, television/radio interviews, film and TV credits; or documentary proof that the performer has demonstrable international box-office appeal through international box office figures for films they have starred in or led as a principal performer.</p>
	<p>3. Highly specialist or unusual roles For certain highly specialist or unusual roles, it may not be possible or reasonable to recruit from the EEA because the role requires specific or specialist attributes, including but not limited to: physical appearance; physical talent and linguistic or vocal skills. In such circumstances, where appropriate, Sponsors should first attempt to conduct searches in the EEA as set out in category 3 to a reasonable degree. However, it is recognised that the extent of such searches within the EEA shall be proportionate to the rarity and specialty of the attributes of the role. The Sponsor must be able to provide proof:</p> <ul style="list-style-type: none"> • that the role requires certain highly specialist attributes; and • that the performer possesses those attributes; and • of the casting process and casting considerations; and • of reasonable and appropriate searches in the EEA (if applicable); and • a list of any EEA candidates who were unavailable at the required time.
	<p>4. Featured guest in an entertainment programme, or subject of a factual programme The applicant must be a featured guest on an entertainment programme or subject of a factual programme. For example, actors, comedians or other performers booked to appear on a chat show or a professional variety show, or scheduled to be subject of an arts programme or documentary. The Sponsor must be able to provide:</p> <ul style="list-style-type: none"> • A formal letter from the broadcaster or producer or copy of the relevant section of the commissioning agreement confirming the reason the migrant is required

	<p>(e.g. to feature in an entertainment programme); and</p> <ul style="list-style-type: none"> • The name of the programme concerned; and • Details of any recording or filming schedules.
	<p>5. Performers who are tied to the finance of the production</p> <p>The applicant must be necessary to a production because the finance is contingent on the particular performer being cast in the film or TV production. The Sponsor must be able to provide a formal letter of confirmation from the production's principal financier.</p>
	<p>6. Performers who do not meet the key criteria but who are commercially important</p> <p>The applicant must be commercially important to the production. This may be demonstrated by a formal letter in support from a principal financier, or distributor. The Sponsor must give prior notice to Equity providing supporting evidence detailing: description of the role and film, and the reasons why advertising was not appropriate and a letter in support. The sponsor must provide Equity with:</p> <ul style="list-style-type: none"> • the details of the performer(s) required, role, description of the production; and • the reasons why the role has not been advertised; and, • a formal letter in support of the migrant from a financier or distributor; and • if the performer is an up-and-coming performer, or cast to appeal to a particular overseas audience, then evidence of their CV, reviews, previous work, awards/accolades, and/or evidence of audience appeal would be required.
	<p>7. International Co-productions</p> <p>Sponsors issuing CoSs to performers taking part in international co-productions structured under one of the UK's bilateral co-production treaties, or under the European Convention on Cinematographic Co-Production, need to provide the following evidence:</p> <ul style="list-style-type: none"> • Provisional approval from the UK Film Council certification department that the film is being structured as an official co-production; or • Interim certification from the UK Film Council

	Certification Department.
Required advertising media for other posts	A resident labour search in accordance with standard industry practice, which will normally involve engagement of casting agents within the EEA and contacting performers' agents, and may include advertising on Equity's job information service
Additional evidence required for stunt performers	The sponsor must also demonstrate that the applicant possesses the equivalent qualifications, skills and competence to UK industry standards. This may be demonstrated by either 1) a reference in support from a UK-based expert with demonstrable knowledge of the UK stunt industry; or 2) evidence of competence at a level equivalent to UK industry
Performers in theatre or opera	
Appropriate salary rate	Payment should be commensurate with industry standards set out at: www.equity.org.uk ;
Exemptions from advertising for those deemed to be making an additional contribution to the UK labour market	1. The performer is required for continuity The applicant has worked for a period of one month or more during the past year, on the same production outside the UK prior to it coming to the UK. The "same production" means one which is largely the same in terms of direction and design as the production outside the UK. The Sponsor must be able to provide proof that the performer is currently working, or has worked, on the same production outside the UK and has done so, or did so, for at least one month during the past year, e.g. contract of employment, press cuttings, cast list.
	2. The performer has international status The applicant is internationally famous in his field. (This is different to being well-known only in one country.) The Sponsor must be able to provide proof that the performer has international status, e.g. press cuttings, awards, publicity material, television/radio interviews, programmes.
	3. The performer is engaged by a unit company

	<p>A unit company is a theatre or opera company which exists in a country outside the UK and has put on at least one production in that country. The Sponsor must be able to provide proof that the company has put on at least one production in its home country, e.g. press cuttings, awards, publicity material, television/radio interviews, programmes; and proof that the individual is engaged by the unit company for the production in the UK, e.g. contract of employment.</p>
	<p>4. The performer has a certain attribute unlikely to be available in the EEA The role requires an attribute which would be unlikely to be available in the EEA labour force, e.g. a certain physical appearance, physical talent, or linguistic or vocal skill. The Sponsor must be able to provide proof that</p> <ul style="list-style-type: none"> (a) the role requires a certain attribute; and (b) the individual has that attribute.
	<p>5. The performer is the subject of an exchange under one of the UK theatre industry's exchange programmes The applicant satisfies the requirements of either of the exchange programmes with the United States and Australia operated by the theatre industry. Sponsors wishing to use this category must contact Equity in the first instance: Stephen Spence at sspence@equity.org.uk or on 020 76700233.</p>
<p>Required advertising media for other posts</p>	<p>At least one of:</p> <ul style="list-style-type: none"> • The Stage • PCR
<p>Workers in film and television</p>	
<p>Appropriate salary rate</p>	<p>Payment of migrant workers in all cases must not be below the UK market rates found on the PACT and BECTU websites at www.pact.co.uk and www.bectu.org.uk. No worker may be paid less</p>
<p>Exemptions from advertising for those deemed to be making an additional</p>	<p>1. The worker is a Senior Creative Grade The applicant must possess the skills and experience of a Senior Creative Grade for the following roles:</p> <ul style="list-style-type: none"> • Producer

<p>contribution to the UK labour market</p>	<ul style="list-style-type: none"> • Director • Director of Photography (Cinematographer) • Production Designer • Costumer Designer • Hair/Make Up Supervisor • Editor • Composer • Visual Effects Supervisor • Sound Designer • Script Writer <p>The Sponsor must be able to provide documentary proof that the worker has the skills and experience in that role e.g. film and TV credits, qualifications, CV, press cuttings, awards, accolades, publicity material, television/radio interviews.</p>
	<p>2. The worker is required for production continuity The applicant must be providing significant creative input and have worked on or will be working in a post involving creative input on the same piece of work overseas for at least one month. The sponsor must demonstrate that the applicant has a direct working relationship with a Senior Creative Grade as listed in Category 1. For example, a first assistant editor might work directly with an Editor on the same piece of work overseas. No more than one additional worker may be sponsored in addition to a Senior Creative Grade, other than in exceptional circumstances, where there is a case based on production continuity. Sponsors must be able to provide:</p> <ul style="list-style-type: none"> • Evidence that the role involves creative input and the worker possesses the skills and qualifications for the role, e.g. copies of qualifications, CV, credits, press cuttings, awards, accolades; and • Evidence that the worker is currently, or has worked on, or will be working on the same production outside the UK for at least a month and evidence of current working relationship with a key Creative grade in Category 1 i.e. contracts, letters of engagement, casting lists, CV, references in support, credits, press cuttings; and • In the circumstances where more than one additional worker is sponsored, the case must be set out in

	<p>supporting documentation from the Sponsor.</p> <p>3. Other key creative workers The applicant must be providing key creative input and have a significant previous working relationship with a Senior Creative Grade as listed in Category 1. A “significant” previous working relationship entails an established pattern of joint working on a number of previous productions rather than isolated or random examples. No more than one additional worker may be sponsored in addition to a Senior Creative Grade, other than in exceptional circumstances, where there is a creative case.</p> <p>The Home Office will notify BECTU promptly of the issuing of certificates of sponsorship for camera, editing and grip grades, and 1st Assistant Directors and BECTU may request sight of the evidence in support for such grades.</p> <p>The Home Office will notify the Production Guild promptly of the issuing of certificates of sponsorship for the following grades: Executive Producer (when providing the functions of a Line Producer or Financial Controller/Production Accountant), Line Producer, Co-Producer, 1st Assistant Director, Unit Production Manager, Production Supervisor, Financial Controller, Production Accountant and the Production Guild may request sight of the evidence in support for such roles.</p> <p>Sponsors must be able to provide:</p> <ul style="list-style-type: none"> • Evidence that the applicant is in a creative or technical role and possesses the skills and qualifications for the role, e.g. copies of qualifications, CV, credits, press cuttings, awards, accolades etc; and • Evidence of the applicant’s previous working relationship with a key Creative Grade in category 1.e.g. CV, references in support, credits, press cuttings; and • In the circumstances where more than one additional worker is sponsored per Department head, the case must be set out in a supporting documentation from the Sponsor.
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	<p>4. The role is highly specialist, where advertising is demonstrably not appropriate</p> <p>For certain highly specialist roles, it would not be reasonable to expect an employer to undertake a resident labour market search. One example would be a role which requires particular attributes considered unlikely to be available from the resident labour force, for example where the role involves the application of highly specialist skills or new technology or proprietary technology or special effect, or unique knowledge. The Sponsor must be able to provide documentary proof that it would not be reasonable to expect the sponsor to undertake a resident labour market search e.g. in relation to the above example, proof that the role requires certain highly specialised skills e.g. job description; and that the applicant possesses those skills e.g. qualifications, CV, credits. For all roles under this category, UKBA will notify BECTU promptly of the issuing of certificates of sponsorship and BECTU may request sight of the evidence in support for such grades.</p>
	<p>5. International Co-productions</p> <p>Sponsors issuing certificates of sponsorship to workers taking part in international co-productions structured under one of the UK's bilateral co-production treaties, or under the European Convention on Cinematographic Co-Production, need to provide the following evidence:</p> <ul style="list-style-type: none"> • Provisional approval from the UK Film Council certification department that the film is being structured as an official co-production; or • Interim certification from the UK Film Council Certification Department.
<p>Required advertising media for other posts</p>	<ul style="list-style-type: none"> • For roles where formal advertising is not the usual industry practice for recruiting for a particular role: For these roles, the sponsor must carry out suitable and reasonable searches of the resident labour market, such as contacting agents, organisations, diary services or semi-formal worker networks. Where such informal recruitment methods are used, the sponsor must demonstrate a reasonable period within which it has searched the resident labour market, this should be for a

	<p>least a period of two weeks.</p> <ul style="list-style-type: none"> • Where formal advertising is usual for a role: For these roles, the sponsor must advertise the role to suitably qualified resident workers in an appropriate journal, newspaper, website or online directory. The choice of advertising medium should be appropriate for the particular role. The following advertising media may be appropriate: searching relevant online directories such as the Knowledge Online, Production Base, or through industry organisations such as the Production Guild. Other forms of advertising may be appropriate depending on the type of role. For longer terms contracts, advertisements in Guardian Media, Broadcast, Screen International, Marketing Week would be appropriate. <p>Under this category, in the case of camera, editing and grip grades, and 1st Assistant Directors, the Home Office shall promptly notify BECTU of the issuing of certificates of sponsorship and BECTU may request sight of the evidence of the steps to search for resident labour for these roles.</p> <p>Under this category, in the case of Executive Producer (when providing the functions of a Line Producer or Financial Controller/Production Accountant) Line Producer, Co-Producer, 1st Assistant Director, Unit Production Manager, Production Supervisor, Financial Controller, Production Accountant grades, the Home Office will promptly notify the Production Guild of the issuing of a certificate of sponsorship and the Production Guild may request sight of the</p>
<p>Additional evidence required for Personal Assistants to Directors and Producers of international status</p>	<p>Sponsors may issue a Certificate of Sponsorship to a single, non-technical, non-creative personal assistant who supports a Director or Producer under category 1, who has demonstrable international status i.e. are known worldwide for international box office success.</p> <p>The Sponsor must notify BECTU promptly of the issuing of a certificate under this category for a PA to a Director and must notify the Production Guild promptly of the</p>

	<p>issuing of a certificate for a PA to a Producer. They may request sight of the evidence in support for such roles. Sponsors issuing certificates to migrants under this category must be able to supply proof that:</p> <ul style="list-style-type: none"> • the migrant has a significant previous working relationship with the Director or Producer (a “significant” previous working relationship entails an established pattern of joint working on a number of previous productions rather than isolated or random examples); and • the migrant works only as a personal assistant to the Director/Producer and does not undertake creative or technical duties; and • the Director or Producer is of international status i.e. known worldwide , or they have demonstrable box-office appeal worldwide. • the worker has the skills and experience in that role e.g. a reference in support from the Director or Producer, film and TV credits, qualifications, and CV • the Director or Producer has international status e.g. press cuttings, awards, accolades, publicity material, television/radio interviews, film and TV credits; or, documentary proof that they have demonstrable worldwide box-office appeal through box
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Changes to Appendix K

- K1. In paragraph 5, for “the sponsor must retain”, substitute “the sponsor must:”.
- K2. In paragraph 5(a), for “references from”, substitute “retain references from”.
- K3. In paragraph 5(b), for “relevant evidence”, substitute “retain relevant evidence”.
- K4. In paragraph 5(b)(iii), for “appointed to the post”, substitute “appointed to the post, and
(c) pay the “experienced worker” salary rate, if both “new entrant” and “experienced worker” rates are specified for the appropriate Standard Occupational Classification code in Appendix J.”.
- K5. In Table 1, in the row containing “2231 Nurses” after “All jobs in this occupation code” delete the remainder of the entry in this row.
- K6. In row 19 of Table 1, starting “2314 Secondary education teaching professionals”, for “maths and science (chemistry and physics only)”,

substitute “maths, physics, science (where an element of physics will be taught), computer science and Mandarin”.

- K7. In Table 3 after row 19, starting “2314 Secondary education teaching professionals”, insert additional row:

2314 Secondary Education	Secondary education teacher In the subject of chemistry	6 April 2017	6 April 2022
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Changes to Appendix L

- L1. Before paragraph 1 insert new paragraph:

“1A. Where these Rules require applicants to provide a letter of personal recommendation from a UK based individual or to hold a UK research based fellowship, specified evidence from the Isle of Man is also acceptable.”.

- L2. In the heading above paragraph 5, for “The Arts Council”, substitute “Arts Council England”.
- L3. In paragraph 6(b), after “recent”, insert “(within the last 5 years)”.
- L4. In paragraph 6(c), for “one country other than his country of residence”, substitute “two countries, one of which can be their country of residence”.
- L5. For the table in paragraph 7, substitute:

Exceptional talent within the fields of the arts, museums or galleries	Exceptional Promise (potential world leader) within the fields of arts, museums or galleries
<p>The applicant must provide evidence to support two or more of the following:</p> <p>1) Examples of significant media recognition such as features, articles and/or reviews from national publications or broadcasting companies in at least two countries, one of which can be the applicant’s country of residence. Event listings or advertisements are not acceptable. Media recognition must provide critique of the applicant’s work.</p>	<p>The applicant must provide evidence to support two or more of the following:</p> <p>1) Two or more examples of media recognition such as articles and/or reviews from national publications or broadcasting companies in at least two countries, one of which can be the applicant’s country of residence. Event listings or advertisements are not acceptable. Media recognition must provide critique of the applicant’s</p>

<p>2) Proof of having won international awards for excellence, for example the Booker Prize, a Grammy Award; or domestic awards in another country, for example a Tony Award.</p> <p>Arts Council England will judge whether a particular award provides appropriate evidence of international recognition in the applicant’s field.</p> <p>3) Proof of appearances, performances, publications or exhibitions in the past five years in contexts which are recognised as internationally significant in the applicant’s field or evidence of extensive international distribution and audiences for the applicant’s work. Arts Council England will judge whether such appearances, performances, exhibitions or distribution provide appropriate evidence of international significance in the applicant’s field. Proof must come from at least two countries, one of which can be the applicant’s country of residence.</p>	<p>work.</p> <p>2) Proof of having won or been nominated or shortlisted for international awards for excellence, for example the Booker Prize, a Grammy Award; or domestic awards in another country, for example a Tony Award. Arts Council England will judge whether a particular award provides appropriate evidence of recognition in the applicant’s field.</p> <p>3) Proof of appearances, performances, publications or exhibitions in the past three years in contexts which are internationally recognised in the applicant’s field or evidence of international distribution and audiences for the applicant’s work.</p> <p>Arts Council England will judge whether such appearances, performances, exhibitions or distribution provide appropriate evidence of international recognition in the applicant’s field. Proof must come from at least two countries, one of which can be the applicant’s country of residence.</p>
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- L6. In paragraph 8(a)(ii) after “award” insert “(Film, Television, Television Crafts, Cymru, Scotland, Games awards only)”.
- L7. In paragraph 8(b)(ii) after “award” insert “(Film, Television, Television Crafts, Cymru, Scotland, Games awards only)”.
- L8. In paragraph 8(c)(ii)(3) delete: “BAFTA Cymru BAFTA Games Awards BAFTA Interactive Awards BAFTA Scotland BAFTA Television Craft Awards”
- L9. In paragraph 8(c)(ii)(3) after “Chicago International Film Festival” insert “CinemaCon’s International Filmmaker of the Year Award”.

- L10. In paragraph 8(c)(ii)(3) after “Ernst von Siemens Music Prize” insert “European Film Awards”.
- L11. In paragraph 8(c)(ii)(3) after “Grawemeyer Award for Music Composition” insert “Grierson Documentary Awards”.
- L12. In paragraph 8(c)(ii)(3) after “Ivor Novello Awards” insert “Jean Hersholt Humanitarian Academy Award”.
- L13. In paragraph 8(c)(ii)(3) after “MTV Music Awards (MTV)” insert “News and Documentary Emmy”.
- L14. In paragraph 8(c)(ii)(3) after “Preis der deutschen Schallplattenkritik – For achievement in recorded music” insert “Primetime Engineering Emmy”.
- L15. In paragraph 8(c)(ii)(3) after “Prix de Rome” insert “Producers Guild of America Awards”.
- L16. In paragraph 8(c)(ii)(3) after “Rotterdam International Film Festival” insert “Royal Television Society Awards”.
- L17. In paragraph 8(c)(ii)(3) after “South by Southwest Film Festival” insert “Sports Emmy”.
- L18. In paragraph 8(c)(ii)(3) after “Stockholm International Film Festival” insert “Student Academy Award”.
- L19. In paragraph 8(c)(ii)(3) after “Sydney Film Festival” insert “Technology and Engineering Emmy”.
- L20. For paragraph 9(a) substitute:
“(a) be written on headed paper, dated, and signed by the author who must be a senior member of the organisation such a member of the senior management team or board, the Chief Executive, Artistic Director, Principal or Chair;”
- L21. For paragraph 10 substitute:
“10. To be considered for endorsement, the applicant must:
- (a) satisfy one of the key “Exceptional Talent” criteria, and at least two of the qualifying “Exceptional Talent” criteria in the table below; or
 - (b) satisfy one of the key “Exceptional Promise” criteria, and at least two of the qualifying “Exceptional Promise” criteria in the table below.
- In meeting these criteria, applicants must demonstrate proven commercial or technical expertise in management or exploitation of a technology stack.

Exceptional Talent	Exceptional Promise
Key	Key
<p>1. Have a proven track record of innovation in the digital technology sector as a director / founder of a digital technology sector company or an employee working in a new digital field or concept that must be clearly evidenced (e.g. patent application)</p> <p>1 Proof of recognition for work outside the applicant’s immediate occupation that has contributed to the advancement of the sector (e.g. evidence that you have gone beyond your day to day profession to engage in an activity that contributes to the advancement of the sector)</p>	<p>1. Provide two or more examples of innovation in the digital technology sector as a founder of a digital technology sector company or an employee working in a new digital field or concept that must be clearly evidenced (e.g. patent application)</p> <p>2. Proof of recognition for work outside the applicant’s immediate occupation that has contributed to the advancement of the sector (e.g. evidence that you have gone beyond your day to day profession to engage in an activity that contributes to the advancement of the sector)</p>
Qualifying	Qualifying
<p>1. Have made significant technical, commercial or entrepreneurial contributions in the digital technology sector as either a director, founder, or entrepreneur of a digital technology sector company</p> <p>2. Have been recognised as a world leading talent in the digital technology sector</p> <p>3. Have undergone continuous learning / mastery of new digital skills (commercial or technical) throughout their career</p>	<p>1. Have made significant technical, commercial, or entrepreneurial contributions in the digital technology sector as either a founder or entrepreneur of a digital technology company</p> <p>2. Have been recognised as having the potential to be a world leading talent in the digital technology sector</p> <p>3. Have undergone continuous learning / mastery of new digital skills (commercial or technical) throughout their career</p>

4. Have demonstrated exceptional ability in the field by making academic contributions through research published or otherwise endorsed by a research supervisor or other expert	4. Provide two or more examples of exceptional ability in the field by making academic contributions through research endorsed by a research supervisor or other expert
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”.

- L22. In paragraph 11, delete sub-paragraph (a) and substitute:
“(a) A completed Tech Nation (Tier 1 Exceptional Talent) application form;”
- L23. In paragraph 11(b) replace “his” with “their”.
- L24. In paragraph 11(b) replace “3” with “2”.
- L25. Delete paragraph 11(c).
- L26. Renumber sub-paragraph(d) as (c)
- L27. In the renumbered paragraph 11(c) for “Two dated letters of recommendation on headed paper written in support of the application signed by a recognised expert who is familiar with his work and his contribution to his field, and is qualified to assess his claim to be a world leader or potential world leader in his field.”, substitute: “Two dated letters of recommendation on headed paper written in support of the application signed by two different senior members of different established organisations in the digital technology sector, who are familiar with the applicant’s work and their contribution to the digital technology sector, and are qualified to assess the applicant’s claim to be a world leader or potential world leader in this field.”.
- L28. In the renumbered paragraph 11(c)(iv) after “talent” insert “or exceptional promise”.
- L29. In the renumbered paragraph 11(c)(vi) delete “and”.
- L30. At the end of the renumbered paragraph 11(c)(vii), delete “.” and substitute “;”.
- L31. After the renumbered paragraph 11(c)(vii), insert
“(viii) be written specifically for the purpose of supporting the application, not as a general all-purpose reference letter.”.
- L32. After the renumbered paragraph 11(c), insert:
“(d) Evidence of any active businesses established or businesses that have been dissolved in the last five years in which the applicant has been a director, founder or entrepreneur, or evidence of share ownership through business in a digital technology sector company.”.

L33. In the existing paragraph 11(e) below the change above as 11(d), after “application.” insert “Each document must be no more than 2 A4 sides in length. Evidence provided in relation to continuous learning must not date back to more than a year before the date of application.”.

L34. For paragraph 13 substitute:

“13.(a) Tech City UK will advise the Home Office whether or not it endorses the applicant. If the evidence provided by the applicant is judged by Tech City UK to have met the published eligibility criteria for consideration as well as being sufficient to consider the applicant to be a world leader or a potential world leader in the digital technology sector, then Tech City UK will endorse the applicant. If the evidence provided is judged by Tech City UK not to have met the eligibility criteria or not to be sufficient to consider the applicant to be a world leader or a potential world leader in the digital technology sector, then Tech City UK will not endorse the applicant.

(b) When assessing applicants Tech City UK will take into consideration the following:

(i) The applicant’s track record/career history (including his international standing, the significance of his work and the impact of his activity in a company or as an individual);

(ii) The strength of the supporting statements in the letter of personal recommendation, and evidence in relation to qualifying criteria; and

(iii) The expected benefits of the applicant’s presence in the UK in terms of the contribution to the UK digital technology sector.”.

Changes to Appendix M

M1. In the table, add the following row before “Archery”:

All sports listed in Appendix M of the Immigration Rules	Home Office	Tier 2 (Sportsperson) and Tier 5 (Temporary Worker – Creative and Sporting)
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M2. In Appendix M, in the table, delete the row containing “Water Skiing”:

Changes to Appendix N

N1. Delete the entry in respect of “American Institute for Foreign Study (AIFS”.

N2. Delete the entry in respect of “Broadening Horizons”.

- N3. In the entry in respect of the “Chevening and Marshall Sherfield Fellowships Programmes” scheme delete “the UK Environment Programme’s World Conservation Monitoring Centre in Cambridge”.
- N4. Delete the entry in respect of “Competition Commission and US Federal Trade Commission scheme”.
- N5. Delete the entry in respect of “Encouraging Dynamic Global Entrepreneurs (EDGE)” scheme.
- N6. Delete the entry in respect of “HMC Projects in Central and Eastern Europe – Teachers’ Work Exchange Scheme”.
- N7. Delete the entry in respect of “International Exchange Programme (UK) Ltd”.
- N8. Delete the entry in respect of “International Science and Innovation Unit”.
- N9. Delete the entry in respect of “International Student Internship Scheme”.
- N10. Delete the entry in respect of “National Policing Improvement Agency (NPIA)” scheme.

Changes to Appendix O

O1. For the Title substitute:

“Appendix O: approved English language tests

List of English language tests that have been approved by the Home Office for English language requirements for limited leave to enter or remain under the Immigration Rules.”.

- O2. In the first table in paragraph 2 in the line for “IELTS Life Skills” in column 4 “Levels Covered by Test” after “A1 speaking and listening.” insert “A2 speaking and listening.”.

Changes to Appendix P

- P1. In Table 3 (Financial institutions whose financial statements are accepted – India), after the row containing “Dena Bank”, insert new row:
“Dhanlaxmi Bank”
- P2. In Table 3 (Financial institutions whose financial statements are accepted – India), after the row containing “IDBI Bank Limited”, insert new row:
“IDFC Bank Ltd.”
- P3. In Table 3 (Financial institutions whose financial statements are accepted – India), delete the row containing
“The Dhanalakshmi Bank Limited”.

Changes to Appendix T

T1. For Appendix T substitute:

“Appendix T: tuberculosis screening

Any person applying to enter the Isle of Man as described in paragraph A39, Part 1 General Provisions of the Immigration Rules, must present at the time of application a valid medical certificate issued by a medical practitioner approved by the Secretary of State for these purposes, as listed on the Gov.uk website, confirming that they have undergone screening for active pulmonary tuberculosis and that such tuberculosis is not present in the applicant.

- Afghanistan
- Algeria
- Angola
- Armenia
- Azerbaijan
- Bangladesh
- Belarus
- Benin
- Bhutan
- Bolivia
- Botswana
- Brunei Darussalam
- Burkina Faso
- Burma
- Burundi
- Cambodia
- Cape Verde
- Central African Republic
- Chad
- Cameroon
- China
- Congo
- Congo Democratic Republic
- Côte d’Ivoire

- Democratic People's Republic of Korea
- Djibouti
- Dominican Republic
- Ecuador
- Equatorial Guinea
- Eritrea
- Ethiopia
- Gabon
- Gambia
- Georgia
- Ghana
- Guatemala
- Guinea
- Guinea Bissau
- Guyana
- Haiti
- Hong Kong or Macau
- India
- Indonesia
- Iraq
- Kazakhstan
- Kenya
- Kiribati
- Korea
- Kyrgyzstan
- Laos
- Lesotho
- Liberia
- Madagascar
- Malawi
- Malaysia

- Mali
- Marshall Islands
- Mauritania
- Micronesia
- Moldova
- Mongolia
- Morocco
- Mozambique
- Namibia
- Nepal
- Niger
- Nigeria
- Pakistan
- Palau
- Papua New Guinea
- Panama
- Paraguay
- Peru
- Philippines
- Russian Federation
- Rwanda
- Sao Tome and Principe
- Senegal
- Sierra Leone
- Solomon Islands
- Somalia
- South Africa
- South Sudan
- Sri Lanka
- Sudan
- Suriname

- Swaziland
- Tajikistan
- Tanzania
- Thailand
- Timor Leste
- Togo
- Turkmenistan
- Tuvalu
- Uganda
- Ukraine
- Uzbekistan
- Vanuatu
- Vietnam
- Zambia
- Zimbabwe

Applicants from Sao Tome and Principe are screened in Angola; those from Central African Republic, Chad and Gabon are screened in Cameroon; those from the People’s Democratic Republic of Korea get tested in Beijing; those from Congo are screened in Democratic Republic of Congo; those from Djibouti are screened in Ethiopia, those from Kiribati, Marshall Islands, Micronesia, Tuvalu and Vanuatu are screened in Fiji; those from Cape Verde, Guinea Bissau and Mali are screening in Gambia or Senegal; those from Burkina Faso, Equatorial Guinea, Liberia, Niger and Togo are screened in Ghana; those from Macau are screened in Hong Kong; those from Timor Leste are screened in Indonesia; those from Kyrgyzstan are screened in Kazakhstan; those from Eritrea, Somalia and South Sudan are screened in Kenya; those from Mauritania are screened in Morocco; those from Benin are screened in Nigeria; those from Solomon Islands are screened in Papua New Guinea; those from Palau are screened in Philippines; those from Burundi are screened in Rwanda; those in Lesotho and Swaziland are screened in South Africa; those from Laos are screened in Thailand.”.

Changes to Appendix V

- V1. At paragraph V1.5 at row (d) in column three, delete the text following “up to 48 hours” and substitute “.”.
- V2. In paragraph V 2.1, after “is outside the Isle of Man”, insert “and to a post designated to accept such applications”.

- V3. In paragraph V 3.6 in the opening words, for “applicant” substitute “application”.
- V4. In paragraph V 3.7 in the opening words, for “An applicant will be refused” substitute, “An application, except an application for an extension of stay as a visitor, will be refused if”.
- V5. In paragraph V 3.7 (a) delete “if”.
- V6. In paragraph V 3.7 (b) delete “if the applicant is outside the Isle of Man,”.
- V7. In paragraph V3.8 for “the applicant overstayed for 90 days or less and left voluntarily and not at public expense” substitute “paragraph V3.9A applies”.
- V8. In paragraph V3.9(a) for “this was for 90 days or less and they left the UK voluntarily and not at public expense” substitute “paragraph V3.9A applies”.
- V9. After paragraph V3.9, insert:

“V3.9A This paragraph applies where:

- (i) the overstaying was for-
 - (a) 90 days or less, where the overstaying began before 6 April 2017; or
 - (b) 30 days or less, where the overstaying began on or after 6 April 2017; and
- (ii) in either case the applicant left the Isle of Man and UK voluntarily, not at the expense (directly or indirectly) of the Lieutenant Governor.

For the purposes of calculating the period of overstaying, the following will be disregarded:

- (aa) overstaying of up to 28 days, where, prior to 24 November 2016, an application for leave was made during that time, together with any period of overstaying pending the determination of that application and any related appeal;
- (bb) overstaying in relation to which paragraph 39E of the Immigration Rules (concerning out of time applications made on or after 24 November 2016) applied, together with any period of overstaying pending the determination of any related appeal;
- (cc) overstaying arising from a decision of the Lieutenant Governor which is subsequently withdrawn, quashed, or which the Court has required the Lieutenant Governor to reconsider in whole or in part, unless the challenge to the decision was brought more than three months from the date of the decision.”.

- V10. In paragraph V3.10 in the table at rows (b) and (c) in the fourth column delete “or administrative review” in both placed it occurs.
- V11. In paragraph V3.12(a), insert at the end “except where paragraph V3.12A applies”.
- V12. Insert, after paragraph V3.12:
 “V3.12A The document referred to in paragraph V3.12(a) does not need to satisfy the decision maker as to nationality where it was issued by the national authority of a state of which the person is not a national and the person’s statelessness or other status prevents the person from obtaining a document satisfactorily establishing the person’s nationality.”
- V13. In paragraph V3.14, for “£1000” substitute “£500”.
- V14. In paragraph V 4.8 delete the second “except”.
- V15. Delete paragraph V7.4 and substitute:
 “A visa national must hold a transit visit visa to transit the Isle of Man.
- V16. In paragraph V7.5(c) delete “by 23:59 hours on the day after the day when they arrived or” and “where they hold a transit visit visa”.
- V17. Delete the heading “**Transit Without Visa Scheme**” and paragraphs V7.6 to V7.9.
- V18. In paragraph V 8.5 for “except for any period of overstaying of 28 days or less which will be discounted” substitute “except that where paragraph 39E of these Rules applies, any current period of overstaying will be disregarded”.
- V19. In Appendix 2 to Appendix V, in paragraph 1, in the introductory wording, for “paragraphs 2 – 19”, substitute, “this Appendix ”.
- V20. In Appendix 2 to Appendix V, for the list of countries substitute:

Afghanistan	Laos
Albania	Lebanon
Algeria	Lesotho
Angola	Liberia
Armenia	Libya
Azerbaijan	Macedonia
Bahrain*	Madagascar

Bangladesh	Malawi
Belarus	Mali
Benin	Mauritania
Bhutan	Moldova
Bolivia	Mongolia
Bosnia Herzegovina	Montenegro
Burkina Faso	Morocco
Burma	Mozambique
Burundi	Nepal
Cambodia	Niger
Cameroon	Nigeria
Cape Verde	Oman*
Central African Republic	Pakistan
Chad	Peru
People's Republic of China*	Philippines
Colombia	Qatar*
Comoros	Russia
Congo	Rwanda
Cuba	Sao Tome e Principe
Democratic Republic of the Congo	Saudi Arabia
Djibouti	Senegal
Dominican Republic	Serbia
Ecuador	Sierra Leone
Egypt	Somalia

Equatorial Guinea	South Africa*
Eritrea	South Sudan
Ethiopia	Sri Lanka
Fiji	Sudan
Gabon	Suriname
Gambia	Swaziland
Georgia	Syria
Ghana	Taiwan*
Guinea	Tajikistan
Guinea Bissau	Tanzania
Guyana	Thailand
Haiti	Togo
India	Tunisia
Indonesia*	Turkey *
Iran	Turkmenistan
Iraq	Uganda
Ivory Coast	Ukraine
Jamaica	United Arab Emirates*
Jordan	Uzbekistan
Kazakhstan	Venezuela
Kenya	Vietnam*
Korea (North)	Yemen
Kosovo	Zambia
Kuwait *	Zimbabwe

V21. In Appendix 2 to Appendix V, for paragraphs 2 and 3, substitute:

“A2 It is not necessary for a transit visitor to hold a visa before they travel to the UK if they are travelling on an emergency travel document issued by, and evidencing the nationality of, a state not listed in paragraph 1(a) and the purpose of their transit visit is to travel to the state in which they are ordinarily resident.

2 Subject to paragraph 3, the following people do not need a visa before they travel to the UK as a visitor:

- a) nationals or citizens of the People’s Republic of China who hold a passport issued by the Hong Kong Special Administrative Region; or
- b) nationals or citizens of the People’s Republic of China who hold a passport issued by the Macao Special Administrative Region; or
- c) nationals or citizens of Taiwan who hold a passport issued by Taiwan that includes in it the number of the identification card issued by the competent authority in Taiwan; or
- d) people who hold a Service, Temporary Service or Diplomatic passport issued by the Holy See; or e) nationals or citizens of Oman who hold a diplomatic or special passport issued by Oman; or
- f) nationals or citizens of Qatar who hold a diplomatic or special passport issued by Qatar; or
- g) nationals or citizens of the United Arab Emirates who hold a diplomatic or special passport issued by the United Arab Emirates; or
- h) nationals or citizens of Turkey who hold a diplomatic passport issued by Turkey; or
- i) nationals or citizens of Kuwait who hold a diplomatic or special passport issued by Kuwait; or
- j) nationals or citizens of Bahrain who hold a diplomatic or special passport issued by Bahrain; or
- k) nationals or citizens of South Africa who hold a diplomatic passport issued by South Africa; or

- l) nationals or citizens of Vietnam who hold a diplomatic passport issued by Vietnam; or
- m) nationals or citizens of Indonesia who hold a diplomatic passport issued by Indonesia.

3 Paragraph 2 does not apply where a person is:

1. visiting the UK to marry or to form a civil partnership, or to give notice of this; or
2. seeking to visit the UK for more than 6 months.”.

V22. In Appendix 2 of Appendix V after the inserted paragraph 3 delete “4 to 19 Not used” and insert:

“Exception to visa nationals where the applicant holds an Electronic Visa Waiver Document (Kuwait, Oman, Qatar and United Arab Emirates passport holders only)

Objective

4 Subject to paragraph 5A, under the Electronic Visa Waiver (EVW) scheme, holders of a valid EVW document (i.e. a document which meets the validity requirements in paragraphs A8 – 13 of this Appendix) do not need to obtain a visit visa, or a visa for entry for six months or less where there is no mandatory entry clearance requirement, in advance of arrival in the UK, but can instead apply for leave to enter at the UK border.

5 Only passport holders of Kuwait, Oman, Qatar or the United Arab Emirates can hold and use an EVW document.

5A Holders of a EVW Document will need to obtain a visa where the EVW Document is not used in the manner specified in paragraphs 14-18 of this Appendix (meaning that they will normally be refused entry to the UK).

6 An EVW Document relates to one person and may only be used for one application for leave to enter the UK or, where applicable, one crossing of the land border from the Republic of Ireland.

Obtaining an Electronic Visa Waiver Document

7 To obtain an EVW, a person mentioned in paragraph 5 of this Appendix must provide the required biographic and travel information at the website established by the UK Government at <https://www.electronic-visa-waiver.service.gov.uk/>

Electronic Visa Waiver Document validity requirements

A8 The biographic details on the EVW Document must match those of the holder’s passport.

8 The EVW Document must specify the flight, train or ship on which the holder intends to arrive in the Isle of Man, including the port of departure and arrival, and the scheduled date and time of departure and arrival, unless paragraph 9 or 10 of this Appendix applies.

9 Where the holder of an EVW Document is seeking to arrive in the UK by entering a control zone in France or Belgium or supplementary control zone in France, the EVW must specify the train or ship on which they intend to arrive in the UK, including:

(a) the railway station or port where the holder intends to enter the control zone or supplementary control zone and from which the holder intends to depart for the UK; and

(b) the railway station or port at which the holder intends to leave the train or ship after arrival in the UK; and

(c) the scheduled date and time of departure from, and arrival at, the specified railway stations or ports.

10 Where the holder of an EVW Document intends to cross the land border from the Republic of Ireland to the UK by train, car or any other means, the EVW must specify the place at which it is intended to cross the border and the intended date and time of arrival in the UK.

11 When the EVW Document is issued it must be printed in a legible form and in English.

12 An EVW Document is only valid if the required information has been submitted at least 48 hours before the holder departs on a flight, train or ship to the UK or crosses the UK land border from the Republic of Ireland by train, car or any other means.

13 An EVW Document may not be issued more than 3 months before the date of the holder's scheduled departure to the UK as specified on the EVW Document or, where the holder intends to cross the land border with the Republic of Ireland, before the intended date of the holder's arrival in the UK as specified on the EVW Document.

How an Electronic Visa Waiver Document must be used

14 The holder must present the EVW Document to an Immigration Officer on request upon the holder's arrival at the UK Border or, where the holder is seeking to arrive in the UK by entering a control zone in France or Belgium or a supplementary control zone in France, upon arrival in that zone.

15 The EVW Document must be surrendered to an Immigration Officer upon request.”.

16 The holder must travel on the flight, train or ship specified on the EVW Document unless 18 or 19 applies.

17 If the holder travels on a different flight, train or ship this must depart from the same port or railway station and arrive at the same UK port or railway station as specified on the EVW Document; and either

(a) depart after the departure time specified on the EVW Document and arrive in the UK no more than 8 hours after the arrival time specified on the EVW Document; or

(b) if the holder is seeking to arrive in the UK by entering a control zone in France or Belgium or a supplementary control zone in France, arrive no more than 8 hours after, the departure time specified on the EVW Document.

18 If the holder is seeking to arrive in the UK by crossing the land border from the Republic of Ireland, the holder must cross at the time specified on the EVW Document or no more than 8 hours after the time specified on the EVW Document.”.

V23. In Visitors Appendix 3 for paragraph 25 substitute:

“25 Visitors may carry out the following study:

- (a) educational exchanges or visits with a UK state or independent school;
or
- (b) a maximum of 30 days study on:
 - (i) recreational courses (not English language training);
 - (ii) a short-course (which includes English language training) at an accredited institution;

provided that the main purpose of the visit is not to study.”.

Explanatory Memorandum

to the Statement of Changes In Immigration Rules SD 2017/0183

1. Purpose of the Statement of Changes

The purpose of this Statement of Changes is to make changes to the Isle of Man Immigration Rules following changes made to changes made to the United Kingdom Points Based System in March 2016, November 2016 and March 2017.

2. Policy Background

2.1 Changes relating to Entry Clearance

2.1.1 A change is being made to the entry clearance Immigration Rules to clarify that British nationals without the right of abode require entry clearance in order to enter the Isle of Man for a purpose for which entry clearance is required. The Immigration Rules are also being clarified so that applications for visit visas can be made at any post in the world which is designated by the Secretary of State to accept such applications.

2.2 Changes relating to overseas criminal record certificates

2.2.1 The requirement to provide an overseas criminal record certificate forms part of an entry clearance application for Tier 1 (Entrepreneur) and Tier 1 (Investor) migrants. Changes are being made to Part 6A and Part 8 of the Immigration Rules to insert this requirement into the relevant eligibility provisions, as well as to extend the requirement to provide a criminal record certificate to Tier 2 (General) migrants who are intending to work in education, health and social care sectors and to their adult dependants. The extension of this requirement will strengthen safeguards against those with a criminal history seeking to come to the Isle of Man. As the requirement will now be set out in Part 6A and Part 8, paragraph 320(2A) is being deleted.

2.3 Changes relating to the Points Based System

2.3.1 When the Points-Based System was introduced, it replaced several previous immigration categories which were then closed. Changes are being made to remove the transitional arrangements for applicants who were previously granted leave in these closed categories to switch into the Points-Based System, where these arrangements are no longer needed. References to closed categories are being retained where required, such as for applicants who may still be relying on a period of leave as a highly skilled migrant or as a work permit holder to contribute towards their qualifying period to support an

application for indefinite leave to remain.

- 2.3.2 Points-Based System applications are normally decided on the basis of the information provided by the applicant before the case is considered. Paragraph 245AA of the Immigration Rules sets out the limited circumstances in which a decision maker may write out to request further evidence from the applicant.
- 2.3.3 A change has been made to clarify in what circumstances a document will be considered to be missing from a sequence for the purposes of paragraph 245AA(b)(i) and so may be requested from the applicant. A document will only be considered to be missing from a sequence where the documents at the beginning and the end of a sequence have both been provided and the missing document is within that sequence.
- 2.3.4 Changes are being made to update references to the National Qualifications Framework (NQF) to refer to the new Regulated Qualifications Framework (RQF).
- 2.3.5 Changes are being made to reflect advice from UK NARIC that it is now able to assess qualifications as having been taught in English to levels below C1, and to bring evidential requirements in Appendix B in line with previous changes.
- 2.3.6 IDFC Bank Ltd is being added to the list of financial institutions in India whose financial statements are accepted. Further changes to this list are being made to reflect the change of name of The Dhanalakshmi Bank Limited to Dhanlaxmi Bank.

2.4 Changes relating to Tier 1 of the Points-Based System

Tier 1 of the Points-Based System caters for high value migrants, and currently consists of four active categories: Tier 1 (Exceptional Talent), Tier 1 (Entrepreneur), Tier 1 (Investor) and Tier 1 (Graduate Entrepreneur). It also includes the Tier 1 (General) category, which was closed to new applicants in April 2011 but remains open for settlement applications.

2.4.1 Tier 1 (Entrepreneur)

The Tier 1 (Entrepreneur) category caters for migrants coming to the Isle of Man to set up, take over, or be involved in the running of a business in the Isle of Man. The following minor technical changes are being made to this category to clarify various evidential requirements and to correct minor drafting errors:

- An amendment to clarify that migrants supplying third party evidence do not need to meet the requirement for their bank statements to cover a consecutive 90-day period of time.
- An amendment to make clear that migrants who are also accountants cannot sign-off their own accounts and/or funding evidence.
- Making a provision to allow migrants with funding from an endorsed Seed Funding Competition to provide a letter from an authorised official of the fund as confirmation that money is being made available for investment (rather than a letter from an accountant as at present).
- A clarification that the company's register of members must come from Companies Registry.

To address concerns about abuse, the evidential requirements for migrants applying using funding from venture capital firms are being expanded.

The Immigration Rules on indefinite leave to remain (ILR) are being clarified so that migrants applying under the accelerated provision are able to appropriately demonstrate that:

- they have registered their business within six months of their specified date; and
- their business, if it was being taken over, has resulted in a net increase of at least £5 million (should they be applying for accelerated ILR on this basis).

Minor clarifications are being made to existing Immigration Rules around job creation.

Minor technical changes are being made to clarify various evidential requirements and to correct minor drafting errors.

2.4.2 Tier 1 (Graduate Entrepreneur)

The prescribed content of the endorsement letter required from the migrant's endorsing body is being expanded to request a telephone contact number from the authorising official at the endorsing body, and to also request the name and contact details of a person in an administrative role at the institution.

2.4.3 Tier 1 (Exceptional Talent)

The Tier 1 (Exceptional Talent) category is for talented individuals in the fields of science, humanities, engineering, the arts and digital technology to work in the Isle of Man without the need to be sponsored for employment in a specific post. The following minor technical changes are being made to this category:

- The UK Designated Competent Bodies consider endorsement applications for this category in the Isle of Man. An amendment is being made to specify that the Tier 1 (Exceptional Talent) limit of 1,000 places includes migrants who successfully apply under the equivalent Tier 1 (Exceptional Talent) route in the Isle of Man.
- An amendment which clarifies that evidence originating from the Isle of Man will be acceptable for the purposes of obtaining an endorsement from a Designated Competent Body under these Immigration Rules.
- The list of acceptable awards within the film, television, animation, postproduction and visual effects industry, for endorsement under the Arts Council England criteria, has been updated.
- Minor amendments have been made to the criteria used by Tech City UK for endorsing applicants in the digital technology sector in this category.

2.4.4 Changes across Tier 1

A minor change is being made regarding accounting bodies, whose evidence is accepted in various Tier 1 categories, to require confirmation that they hold the relevant licence to practise or a practising certificate.

2.5 Changes relating to Tier 2

2.5.1 Tier 2 of the Points-Based System caters for migrant workers with an offer of a skilled job from a licensed employer. There are four overall categories: General, Intra-Company Transfer (ICT), Minister of Religion, and Sportsperson. The changes to each specific category are set out below. Minor changes are also being made across both these categories to clarify appropriate rate requirements and replace outdated references to the UK Border Agency.

2.5.2 The time given to migrants and sponsors to respond to requests for further information in relation to genuineness assessments in both categories is being reduced from 28 calendar days to 10 working days, for consistency with other similar requirements elsewhere in the Immigration Rules.

2.5.3 As in previous years, an uplift in line with wage inflation is being applied to the earnings threshold for Tier 2 (General) and Tier 2 (Sportsperson) settlement applications. The uplifted threshold will apply to settlement applications made from 6 April 2021 and 6 April 2022. The UK Government intends to review other Tier 2 salary requirements as part of its response to the review of Tier 2 published by the UK Migration Advisory Committee (MAC) on 19 January 2016.

2.5.4 No Tier 2 application can be made earlier than 3 months before the start date given by the applicant's sponsor. For Tier 2 (Minister of Religion) and Tier 2 (Sportsperson), this requirement is currently only set out in guidance and is being added to the Immigration Rules.

2.5.5 Tier 2 (General)

- The Tier 2 (General) category is for migrant workers with an offer of a skilled job from a licensed employer which cannot be filled by a resident worker.
- The salary threshold for experienced workers is being increased to £30,000 for the majority of new applicants. The salary threshold for new entrants remains at £20,800. An exemption from this increase will apply for nurses, medical radiographers, paramedics and secondary school teachers in mathematics, physics, chemistry, computer science, and Mandarin. The exemption will end in July 2019. For clarity, the salary thresholds are being set out in a new table.
- Following a separate review by the MAC on nursing shortages, nurses are being retained on the Shortage Occupation List, but a change is being made to require a Resident Labour Market Test to have been carried out before a nurse is assigned a Certificate of Sponsorship. The rules regarding preregistration nurses are also being consolidated into a new paragraph 77K in Appendix A.
- To prevent abuse, changes are being made to prevent switching from Tier 4 to Tier 2 where the applicant is relying on a qualification obtained via supplementary study and clarify that an applicant switching from Tier 4 must have studied their course at a recognised body or a body in receipt of public funding as a higher education institution.
- Changes are being made to the Shortage Occupation List following a separate review by the MAC on teaching shortages, published on 26 January 2017. Secondary school teachers in mathematics and physics are

being retained on the list. Secondary school teachers in chemistry are being removed from the list. Secondary school teachers in combined science (where there is an element of physics teaching), computer science and Mandarin are being added to the list.

- Annual updates are being made to the salary thresholds for high earners (whose sponsors are exempt from carrying out a Resident Labour Market Test) and for indefinite leave to remain applications, based on the latest available Average Weekly Earnings data.
- Changes are being made to the Resident Labour Market Test in Appendix A to make clear that points will only be awarded for a job offer that passes the Resident Labour Market Test if the Sponsor has advertised (or had advertised on its behalf) the job, at the Isle of Man JobCentre and at least one other as set out in Tables 11B and 11C of Appendix A.
- Tier 4 Students must have satisfied certain study requirements during their continuous stay in the UK or Isle of Man to switch into Tier 2 (General) in the Isle of Man. A change is being made to also allow Tier 4 Students who have spent time in the Isle of Man, the Bailiwick of Guernsey or the Bailiwick of Jersey in an eligible category since meeting those study requirements to switch into Tier 2 (General).

2.5.6 Tier 2 (Intra-Company Transfer (ICT))

The Tier 2 (ICT) category supports inward investment and trade by allowing multinational employers to transfer key company personnel from overseas to their Isle of Man branch.

As with Tier 2 (General), a number of changes are being made in response to the review of Tier 2 by the MAC, and have been previously announced. The changes include:

- The Short Term Staff sub-category is being closed;
- The Skills Transfer sub-category is being closed;
- The salary threshold for senior transferees who are able to extend their total stay in the category to up to nine years is being reduced, from £155,300 to £120,000;
- The requirement for transferees to have at least one year's experience working for the sponsor's linked entity overseas is being removed for applicants paid £73,900 or above.

2.5.7 Tier 2 (General) and Tier 2 (ICT)

Changes are being made following the MAC's recommendation that the use

of allowances in Tier 2 be reviewed. Changes are being made to provide greater clarity and consistency as to which types of allowance will be considered against the salary requirements. In addition, the closure of the ICT Short Term Staff sub-category means that accommodation allowances can form a maximum of 30% (rather than 40%) of the total salary package for all ICT workers (except Graduate Trainees).

Updates are being made to the appropriate salary rates in the codes of practice in Appendix J, using the latest available salary data for each occupation. Additional job information from the SOC 2010 system is being incorporated to remove the need for sponsors and applicants to refer to further guidance outside the Immigration Rules, along with other minor and technical changes.

The skills threshold for jobs sponsored under Tier 2 (General) and Tier 2 (ICT) increased from National Qualifications Framework (NQF) level 3 to NQF level 4. The transitional arrangements for those previously in these routes to extend their stay are no longer needed and are being closed. Provisions for these migrants to apply for indefinite leave to remain are being retained. The UK Government signalled this closure in March 2016, as well as the upcoming closure of the similar transitional arrangements for those sponsored in jobs at NQF level 4 in July 2018.

2.6 Changes relating to various Points-Based System categories and Representatives of Overseas Businesses

- 2.6.1 Changes are being made to specify that, where there is a requirement for the overseas business to have no branch, subsidiary or other representative in the Isle of Man, this means no active branch, subsidiary or other representative.
- 2.6.2 The above change to Points-Based System routes in relation to UK NARIC is also being applied to this category.
- 2.6.3 Amendments are being made to reflect the closing down of the “points based calculator” tool on the gov.uk website, which applicants may currently use if they would like to use an overseas qualification to demonstrate a requirement of the rules. From 8 June 2017, applicants should instead obtain an official statement from UK NARIC: www.naric.org.uk/visasandnationality.
- 2.6.4 Minor amendments are being made to clarify that UK NARIC determines the level of international qualifications, and does not assess UK qualifications; and to confirm that Master’s degrees and PhDs taught in English may be used to satisfy the English language requirement for Representatives of Overseas Businesses, in line with Points-Based System categories.

2.7 Changes to Overseas Domestic Workers

These changes give effect to the Government's decision to allow those admitted as an overseas domestic worker to take employment other than that for which they were admitted originally during the six months, and irrespective of whether they are the victim of abuse or not. These changes give effect to this by providing that the conditions attached to the leave of a non-EEA national admitted to the Isle of Man shall not prevent them from taking alternative employment as a domestic worker, with the consequence that such workers will be able to take alternative employment as a domestic worker without being required to apply for a variation of their leave to enter or remain. Second, the provisions of the Immigration Rules relating to domestic workers who are the victims of slavery or human trafficking are being amended to provide that a person may be granted leave to remain in this category for a period of up to two years.

2.8 Changes to Tier 5 of the Points Based System

- 2.8.1 Tier 5 of the Points-Based System caters for youth mobility and temporary workers coming for primarily non-economic purposes, and consists of two categories: Tier 5 (Youth Mobility Scheme) and Tier 5 (Temporary Workers). The Temporary Workers category consists of five sub-categories: Creative and Sporting, Charity Workers, Religious Workers, Government Authorised Exchange, and International Agreement. Applicants must have a Tier 5 Sponsor, which is usually their Isle of Man employer. The Government Authorised Exchange category enables people to come to the Isle of Man to share knowledge, skills and gain work experience through individual schemes which are administered by an overarching sponsor.
- 2.8.2 The maintenance requirements under all the Tier 5 (Temporary Worker) routes are being amended to clarify that by a sponsor certifying maintenance they are confirming the applicant will not claim public funds during their period of leave.
- 2.8.3 Amendments are being made to clarify the maximum grant periods for Tier 5 (Temporary Workers).
- 2.8.4 Under the Government Authorised Exchange category, the "American Institute for Foreign Study (AIFS)", "Broadening Horizons", the "Encouraging Dynamic Global Entrepreneurs (EDGE)", "HMC Projects in Central and Eastern Europe – Teachers' Work Exchange Scheme", and "National Policing Improvement Agency (NPIA)" schemes, are being removed as they are all no longer in use.

2.8.5 The description of the “Chevening and Marshall Sherfield Fellowships Programmes” administered by the Association of Commonwealth Universities is being amended to remove any reference to the “UK Environment Programme’s World Conservation Monitoring Centre in Cambridge” as the Chevening scheme is no longer used to sponsor individuals through that programme.

2.8.6 The Immigration Rules are amended to provide for the operation of arrangements to manage the allocation of places under the Tier 5 (Youth Mobility Scheme) allocation for Taiwan, where demand is expected to significantly exceed supply.

2.9 Changes relating to Tier 4 of the Points Based System

2.9.1 Tier 4 of the Points Based System is the visa route used by non-EEA students wishing to study in the Isle of Man. Tier 4 is comprised of two categories: Tier 4 (General) and Tier 4 (Child). The following changes are being made in Tier 4:

- An amendment is being made to make clear that Tier 4 (General) students may not extend their leave in the Isle of Man in order to study a course at a lower level than the previous course for which they were granted Tier 4 leave and the course must be at or above degree level. These students must be progressing academically, unless they are taking a course at the same level as their previous course and their Higher Education Institution sponsor confirms that the course is related to the previous course for which the applicant was granted leave as a Tier 4 (General) Student, or the previous course and the new course in combination support the applicant’s genuine career aspirations. A further change is being made to tighten the circumstances in which a Tier 4 (General) student, who has previously studied in the Isle of Man, can switch courses without obtaining a new visa.
- Amendments are being made to the rules relating to the time limits under Tier 4 (General). A clarification has been added to specify that for the purposes of calculating how much time has been spent contributing to the time limits, the period of leave granted, and the level of course for which the leave was granted, will be counted, rather than (if different) periods and courses actually studied. Time spent under the age of eighteen will no longer be excluded. This will mean that all time granted for study in the Isle of Man under Tier 4 (General) will be included when calculating the maximum length of time that may be spent under the route.

- An amendment is being made to reduce the maintenance requirements for those applying for leave to remain under Tier 4 as a postgraduate doctor or dentist on a recognised Foundation Programme. These students are applying for a salaried position, which will contribute to their ability to support themselves financially. These students will be required to show funds for their living costs for each month of their course up to a maximum of two months, bringing them in line with Doctorate Extension Scheme students, who can also work full-time.
- Under current Tier 4 rules, students are not permitted to be self-employed, which is defined as being registered as self-employed with the Income Tax Division, or being employed by a company of which the applicant is a controlling shareholder. This allows students to set up businesses, provided they are not the controlling shareholder. We are tightening the definition of self-employment to prevent this, in order to reflect the policy intention that the Tier 4 visa route is for students to come to the Isle of Man to study, not to take employment. Work is allowed so that a student can supplement their income whilst studying in the Isle of Man, not to set up businesses.
- Tier 4 (Child) applicants and Tier 4 (General) applicants who are under the age of 18 must provide confirmation from a parent or guardian that they consent to the arrangements for the child's travel to, and reception and care in the Isle of Man. An amendment is being made to require evidence of the relationship between the applicant and the person providing consent.
- An amendment is being made to correct a typographical error in paragraph 245ZX(c), making clear that the applicant must have a minimum of 30 points under paragraphs 113 to 120 and 120A of Appendix A.
- Under Tier 4 (General), all applicants aged 16 and over must provide evidence that they are a genuine student. To ensure consistency between the routes, an amendment is being made to Tier 4 (Child) to apply the Genuine Student Rule to those applicants who are aged 16 and over.
- Amendments are being made to clarify the circumstances in which an original document from UK NARIC must be provided.
- An amendment is being made to simplify the language when referring to an applicant's valid passport.

2.10 Changes relating to Part 9

2.10.1 Migrants subject to immigration controls who have incurred a cumulative NHS debt of £1000 or more should normally be refused entry clearance and leave to enter or remain in the Isle of Man until the debt is cleared. The amendments to paragraph 320(22), 322(12) and 3.14 of Appendix V lower the threshold from £1000 to £500.

2.10.2 An amendment is being made to paragraph 320(3) to avoid a mandatory refusal for holders of documents which do not establish a nationality, owing to the holder's status, but which the Isle of Man is otherwise prepared to accept as they are recognised as valid for travel in all other respects.

2.11 Changes relating to Administrative Review

2.11.1 In the UK, a change in primary legislation meant an applicant's statutory appeal rights have been limited and replaced with an administrative review process. The Isle of Man has retained full statutory rights of appeal to the Immigration Adjudicator in the legislation. Rule IOM353 was introduced on 28 January 2016 to formalise an IOM administrative review stage. It has been overly complex to implement this change and the removal of Rule IOM353 reverts to the original position. Removal of Rule IOM353 does not have any impact on an applicant's statutory rights of appeal.

2.12 Changes relating to Family and Private Life

3.12.1 The following changes and clarifications are being made to the Immigration Rules relating to family and private life:

- To enable an application to be refused on grounds of suitability if false representations have been submitted, or there has been a failure to disclose material facts, in a previous immigration application;
- In respect of the evidential requirements under Appendix FM-SE for the minimum income threshold for sponsoring a partner and any dependent child:
 - Allowing a certificate of confirmation of accounts to be provided by an accountant who is a member of the Institute of Financial Accountants.
 - Allowing cash savings to be held in a current, deposit or investment account which is provided by a financial institution regulated by the appropriate regulatory body for the country in which that institution is operating and which otherwise meets the requirements of Appendix FM-SE.
 - Clarifying that where the applicant or sponsor relies on income from self-employment, or as a director of a specified limited company, all

the income relied on by the couple must relate to the same financial year(s).

- To clarify that a person who wishes to enter the Isle of Man as a fiancé(e) or proposed civil partner to enable them to marry or form a civil partnership here must be free to marry or form a civil partnership at the date of application.

2.13 Changes relating to overstayers

3.13.1 Paragraphs 320(7B)(i) and Appendix V paragraph 3.9(a) are being amended to reduce the period of overstaying which is permitted before a re-entry ban is imposed on individuals who have remained in the Isle of Man after their leave to enter or remain has expired. Unless specific exceptions apply, anyone who has overstayed for more than 90 days is subject to a 12 month re-entry ban. This is being reduced to 30 days. Consequential changes are also being made to Appendix V, paragraph 3.8.

2.14 Changes relating to the Visit Rules

2.14.1 The Appendix V of the Immigration Rules are being amended to make clear that applications for visit visas can be made at any post in the world which is designated by the Home Secretary to accept such applications.

3.14.2 Part V3 of Appendix V also requires an application for a visit visa, leave to enter or leave to remain to be refused where the applicant fails to produce a valid travel document that satisfactorily establishes their nationality and identity. We are making a change to that so that a mandatory refusal is avoided for holders of documents which do not establish a nationality, owing to the holder's status, but which the Isle of Man is otherwise prepared to accept as they are recognised as valid for travel in all other respects.

2.14.3 Appendix 2 to Appendix V of the Immigration Rules sets out those people who need a visa in advance of travelling to the Isle of Man as a visitor, and the exceptions to that requirement. Changes are being made to clarify those exceptions and to ensure that they are consistent with the other provisions of Appendix V. Changes to Appendix 2 enable Indonesian nationals who hold diplomatic passports, issued by Indonesia, to travel to the Isle of Man visa free as a visitor. A change is also being made to enable persons who are nationals or citizens of a country or territory that is not included in the visa national list and who hold an Emergency Travel Document issued by their country or territory, to transit the Isle of Man without a visa to return to the country or territory in which they are ordinarily resident.

2.14.4 Paragraphs 4 to 18 are being included into Appendix 2 to Appendix V of the Immigration Rules to include the Electronic Visa Waiver Scheme. This scheme was introduced in the UK in early 2014, it allowed passport holders from Oman / Qatar / the UAE to travel to the UK for a visit of up to six months for the purposes of tourism, business, study or medical treatment by filling in an online form at least 48 hours before departure. The scheme has since been amended to include passport holders of Kuwait and must be applied for between 3 months and 48 hours before travel. This capability is now being introduced for visitors coming to the Isle of Man.