

**Explanatory Memorandum
to the Statement of Changes In Immigration Rules SD 2018/0084**

1. Purpose of the Statement of Changes

The purpose of this Statement of Changes is to replace the current Tier 2 Immigration Rules with new Worker Route and Rules, to better support the Island's economy.

The Programme for Government is committed to an outcome where we have an economy where local entrepreneurship is supported and thriving and more new businesses are choosing to call the Isle of Man home. The Cabinet Office has responsibility for the delivery and implementation of a new Worker Route and Rules to replace the current Points Based System (PBS) Tier 2 Route of the Immigration Rules, to come into effect 06 April 2018.

In June 2017 Council approved full public consultation take place regarding the PBS Immigration Rules to understand the views, ideas, or suggestions of our Stakeholders and members of the public to help shape and inform the development of the immigration routes and rules. This consultation was published 10 July 2017 and closed 18 August 2017, with summary responses published January 2018.

Several key stakeholders have been working with immigration officers to support this consultation and to make changes to the immigration rules to support the Island's local economic needs.

The new Appendix W has been written to retain broad parity to the current immigration rules, however has been tailored to meet the Islands' economic needs.

2. History of the UK Points Based System

The UK PBS was designed to create structured routes and decision making processes based on points awarded for attributes. The design was to attract migrants who have the most to contribute to the UK, with rules which were intended to be simpler to understand. The Isle of Man implemented this new PBS structure in July 2010.

The UK immigration rules are tailored for the UK's economic needs. Although these economic needs do not always apply to the Isle of Man, the Isle of Man has had no option but to adopt the PBS changes, as they directly impact the operation of the PBS immigration rules already in force.

3. Isle of Man Points Based System

Since the introduction of PBS in the UK on 9 March 2009, a total of 55 Statements of Changes to the UK Immigration Rules have come into force. Since the introduction of PBS in the Isle of Man on 26 July 2010, the Isle of Man Immigration Service has consolidated several UK Statements, and produced 27 Statement of Changes to the Isle of Man Immigration Rules.

The majority of Statements of Changes are lengthy, extremely complex and contain changes or additions that cater for, or utilise, mechanisms that are far larger than any equivalent on the Isle of Man.

Jersey and Guernsey did not implement the PBS and retained a sector based work permit policy. In comparison to the raft of changes to the Rules in the UK and Isle of Man, Guernsey's current immigration rules were introduced on 25 April 2008 and have been amended only three times since that date.

Employers are experiencing difficulties in meeting the specific nature of the surrounding immigration rules, PBS Tier 2 requirements and licensing regime in addition to there being a shortage of skilled workers to recruit locally on the Island. Employers under these current PBS Tier 2 rules are finding it difficult to recruit the skilled migrants their business requires. The current PBS Tier 2 route is arguably stifling Isle of Man businesses, and their work force requirements.

The September 2017 Economic Affairs Labour Market Report indicates we have a working population of 42,777. The JobCentre currently has 1481 FTE and 235PT job vacancies. These include local agency job vacancies and therefore may be advertised multiple times.

As members of the Common Travel Area, the existing arrangements between the UK and the Crown Dependencies and the flexibility afforded to each jurisdiction to apply its own tailored immigration and work permit policies within the overall framework of integrated immigration laws, continues to be important to allow each jurisdiction to respond to local immigration and labour needs.

3. Department for Enterprise Considerations

The Cabinet Office has worked closely with the Department for Enterprise (DfE) in creating this new immigration framework. DfE has considered and drafted those Standard Occupation Classification (SOC) Codes, salary levels, and Key Employments relevant to the Island's economic needs.

4. Changes relating to Sponsors of Tier 2 Migrants

As of 6 April 2018, Employers will no longer be required to obtain a Sponsor Licence (SL) to employ migrants under the new Worker Migrant, or Worker (Intra Company Transfer) Migrant routes.

Certificates of Sponsorship (CoS) will be replaced with a Confirmation of Employment (CoE). These will be obtained by Employers, following a streamlined application process and primarily to demonstrate that the Resident Labour Market Test (RLMT) has been carried out, and in accordance with the Immigration Rules. Those SOC Codes listed as a Key Employment in Part 7 of Appendix W, hold an exemption to the RLMT.

The Immigration Sponsor Licencing Policy will remain applicable only to Sponsors of PBS Tier 4 and 5 Migrants.

5. Changes relating to Entry Clearance

As of 6 April 2018 migrants applying for Entry to the Isle of Man who would have previously applied as a PBS Tier 2 Migrant, will need to meet the requirements set out in the new Appendix W of the Immigration Rules.

6. Effect on existing Tier 2 Migrants

There will be no adverse effect on current PBS Tier 2 Migrants in possession of a valid PBS Tier 2 visa. As of 6 April 2018, all current Tier 2 Migrants will be deemed to hold a visa under Appendix W of these Immigration Rules. On applying for Leave to Remain (LTR), or Indefinite Leave to Remain (ILR), PBS Tier 2 visa holders will be required to meet the immigration rules at the time of application.

The requirements under Appendix W retain broad parity to current Tier 2 LTR and ILR application requirements and specified documents required, therefore applicants will experience little change in the process they are required to follow.

7. Worker Migrant Route

The Worker Migrant Route replaces the current PBS Tier 2 (General) Migrants, PBS Tier 2 (Minister of Religion) Migrants and PBS Tier 2 (Sportsperson) Migrant routes. With effect from 6 April 2018 these routes are closed to new applicants. LTR and ILR applications will be considered under Appendix W of these Rules.

This routes enables Isle of Man employers to recruit workers from outside the European Economic Area (EEA) to fill a particular full time genuine vacancy that cannot be filled by a Settled Worker.

8. Worker (Intra Company Transfer) Migrant Route

This route enables multinational employers to transfer their existing employees from outside the EEA to their Isle of Man branch for training purposes or to fill a specific vacancy that cannot be filled by a suitable Isle of Man, British or EEA worker.

As is the case with current PBS Tier 2 (ICT) Migrants, these applicants are not required to meet the English Language requirements at Appendix B, and are exempt from the RLMT. ILR is not applicable under this route.

ICT Migrants may be permitted to switch to the Worker Migrant route, where all requirements of Worker Migrant route are met. This includes meeting the English Language requirements at Appendix B, and the RLMT. As ILR is not applicable under this ICT route, time spent for ILR purposes, begins at the date of grant of a Worker Migrant visa.

9. English Language

There is no change to existing English Language requirements under Appendix B.

10. Maintenance

There is no change to existing Maintenance requirements under Appendix C.

11. Family Members of Worker Migrants or Worker (ICT) Migrants

There is no change to the requirements to be met by Family Members of Worker Migrants or Worker (ICT) Migrants from those requirements of Family Members of PBS Migrants.

Applicants wishing to apply as the Family Members of a Relevant Worker Migrant or Worker (ICT) Migrant will do so under Part 8 of the Immigration Rules.

Part 8 of the Rules has been amended to cater for Family Members of Relevant PBS Migrants (the Remaining Tiers 1, 4 and 5) and to cater for Family Members of Relevant Worker Migrant or Worker (ICT) Migrants.

12. Indefinite Leave to Remain

ILR is eligible under the Worker Migrant route. There is no change to the requirements to be met for ILR applicants must continue to meet the relevant English Language and Knowledge of Life in the UK and Islands tests.

13. Codes of Practice for Skilled Workers

As of 6 April 2018, the Codes of Practice for Skilled Workers at Appendix J of the Immigration Rules will remain applicable to Tier 5 applicants only.

14. Shortage Occupation List: Appendix K

As of 6 April 2018 the Shortage Occupation List is to be removed. This list is a direct copy of the UK's Shortage Occupation List. It has been identified this list is not directly relevant to the Island's economic needs. DfE has identified Key Employments relevant to the Island. These are identified in column 6 of Tables 1 to 7 of Part 7 of Appendix W.

Statutory Document 2018/0084



**STATEMENT OF
CHANGES IN
IMMIGRATION RULES**

Laid before Tynwald on 17 April 2018 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.

All changes set out in this statement take effect from 6 April 2018. However, in relation to those changes, if an application has been made for entry clearance, leave to enter or remain before 6 April 2018, the application will be decided in accordance with the Immigration Rules in force on 5 April 2018.

Changes to the Introduction

Intro1. Delete paragraph 5A(IOM) and substitute:

“5A(IOM) With effect from 6 April 2018 Tier 2 of the Points Based System, as defined in paragraph 6, is closed for new applications. Any applications received prior to 6 April 2018 will be determined by the Rules in force at the date of application.”

Intro2. Delete paragraph 5AA(IOM) and substitute:

“5AA(IOM) Consequential and transitional arrangements

With effect from 6 April 2018 all valid Tier 2 visas will be deemed as held under the Worker Migrant or Worker (Intra Company Transfer) Migrant Rules, as the case may be, at Appendix W of these Rules.

With effect from 6 April 2018, the Points Based System Sponsorship Functions for Tier 2 will cease operation. Any Tier 2 Certificates of Sponsorship issued prior to 6 April 2018, where a visa application has been, made will remain valid and will be made considered against the Rules in effect at the date of application.

If a Certificate of Sponsorship for Tier 2 is issued prior to 6 April 2018, but the visa application has not be made by that date, that Certificate of Sponsorship remains valid in accordance paragraph 6.1(2) of Appendix W, the visa application will be considered under the Rules at the date of application.

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.

If a Tier 2 application is made prior 6 April 2018 and where an appeal has been made against a refusal or curtailment notice prior to that date (in accordance with the Immigration Appeals (Procedure) Rules 20018). The application will be determined against the rules in effect at the time of application.

A reference in these Rules to the Department of Economic Development in connection with any Point Based System Sponsorship Functions shall be taken as a reference to the Lieutenant Governor and Immigration Officers acting on his behalf.

Any references to the Department of Economic Development, in so far as they relate to the transferred functions and not otherwise, in any instrument, contract or proceedings made or begun before the coming into operation of these Rules shall be substituted by a reference to the Lieutenant Governor.

Anything begun by or under the Department of Economic Development so far as it relates to any of the transferred functions may be continued and completed by or under the Lieutenant Governor and Immigration Officers acting on his behalf.”.

Intro3. In paragraph 6 after the definition of “EEA Regulations” insert:

“An “**Employer**” with regards to Worker Migrants or Worker (Intra Company Transfer) Migrants means the person or body by whom the Worker Migrant or Worker (Intra Company Transfer) Migrant is to be employed.”.

Intro 4. In paragraph 6 for the definition of “Immigration Acts”, substitute:

““**Immigration Acts**” means the Immigration Acts (of Parliament) (as defined in section 61(2) of the UK Borders Act 2007) as they apply to the Island from time to to.”.

Intro5. In paragraph 6 for the definition of “Points Based System Sponsorship Functions” substitute:

““**Points Based System Sponsorship Functions**” means all functions in connection with:

- (i) granting Sponsor licences to Sponsors of Tier 2 Migrants prior to 6 April 2018;
- (ii) granting Sponsor licences to Sponsors of Tier 4 Migrants and Tier 5 Migrants;

- (iii) authorising the issue of Certificates of Sponsorship to Tier 2 Migrants prior to 6 April 2018;
- (iv) authorising the issue of Certificates of Sponsorship to Tier 5 Migrants; and
- (ii) carrying out the Certificate of Sponsorship Checking Service, under Part 6A of these Rules.”.

Intro6. In paragraph 6 for the definition of “present and settled” or “present and settled in the Isle of Man”, substitute:

“present and settled” or “present and settled in the Isle of Man” means that the person concerned is settled in the Isle of Man and, at the time that an application under these Rules is made, is physically present here or is coming here with or to join the applicant and intends to make the Isle of Man their home with the applicant if the application is successful.

For the purposes of an application under Appendix FM, or as a fiancé(e), proposed civil partner, spouse, civil partner, unmarried partner, same sex partner, child, parent or adult dependent relative under Part 8, an EEA national with an EEA right to reside in the Isle of Man permanently must hold a valid residence permit issued under the EEA Regulations which has been endorsed under the Immigration Rules to show permission to remain in the Isle of Man indefinitely, or a valid document certifying permanent residence issued under those Regulations, in order to be regarded as present and settled in the Isle of Man

For the purposes of an application under Appendix FM, or as a fiancé(e), proposed civil partner, spouse, civil partner, unmarried partner, same sex partner, child, parent or adult dependent relative under Part 8, a non-EEA national with an EEA right to reside in the Isle of Man permanently must hold a valid residence document issued under the EEA Regulations which has been endorsed under the Immigration Rules to show permission to remain in the Isle of Man indefinitely, or a valid permanent residence card issued under those Regulations, in order to be regarded as present and settled in the Isle of Man.”.

Intro7. In paragraph 6 for the definition of “prohibited degree of relationship”, substitute:

“**prohibited degree of relationship**” has the same meaning as in the Marriage Act 1984⁴ ⁵ (of Tynwald) and the Civil Partnership Act 2011⁶ (of Tynwald).”.

Intro8. In paragraph 6 for the definition of “Points Based System Migrant”, substitute:

“**Points Based System Migrant**” means a migrant applying for or granted leave as a Tier 1 Migrant, a Tier 4 Migrant or a Tier 5 Migrant.”.

Intro9. In paragraph 6 for the definition of “Tier 2 Migrant”, substitute:

“**Tier 2 Migrant**” means a migrant who was granted leave prior to 6 April 2018 as a Tier 2 (Intra-Company Transfer) Migrant, a Tier 2 (General) Migrant, a Tier 2 (Minister of Religion) Migrant or a Tier 2 (Sportsperson) Migrant.”.

Intro10. In paragraph 6 for the definition of “Tier 2 (Intra-Company Transfer) Migrant”, substitute:

“**Tier 2 (Intra-Company Transfer) Migrant**” means a migrant who was granted leave under paragraphs 245G to 245GF of the Rules in force prior to 6 April 2018.”.

Intro11. In paragraph 6 for the definition of “Tier 2 (General) Migrant”, substitute:

“**Tier 2 (General) Migrant**” means a migrant who was granted leave under paragraphs 245H to 245HF of these Rules in force prior to 6 April 2018, and who obtained points under paragraphs 76 to 84A of Appendix A as it stood before that date.”.

Intro12. In paragraph 6 for the definition of “**Tier 2 (Minister of Religion) Migrant**”, substitute:

“**Tier 2 (Minister of Religion) Migrant**” means a migrant who was granted leave under paragraphs 245H to 245HF of the Rules in force prior to 6 April 2018 and who obtained points under paragraphs 85 to 92 of Appendix A as it stood before that date.”.

Intro13. In paragraph 6 for the definition of “**Tier 2 (Sportsperson) Migrant**”, substitute:

“**Tier 2 (Sportsperson) Migrant**” means a migrant who was granted leave under paragraphs 245H to 245HF of these Rules in force prior to 6

⁴ 1984 c. 13

⁵ 2011 C3

⁶ 2011 C2

April 2018 and who obtained points under paragraphs 93 to 100 of Appendix A as it stood before that date.”.

Intro14. In paragraph 6 in the definition of “**the same employer**” or “**the same Sponsor**”, substitute “Department of Economic Development” for “Department for Enterprise”.

Intro15. In paragraph 6 for the definition of “**Sponsor**”, substitute:

“Under Part 6A of these Rules, “**Sponsor**” means the person or Government who is recorded as being the Sponsor for a migrant by the Certificate of Sponsorship Checking Service (for Tier 2 Migrants (prior to 6 April 2018) and Tier 5 Migrants) or the Confirmation of Acceptance for Studies Checking Service (for Tier 4 Migrants).”.

Intro16. In paragraph 6 for the definition of “**Sponsor licence**”, substitute:

“Under Part 6A of these Rules, a reference to a “**Sponsor licence**” means a licence granted by the Lieutenant Governor to a person, who by virtue of such a grant is licensed as a Sponsor under Tier 2 (prior to 6 April 2018), Tier 4 or Tier 5 of the Points Based System.”.

Intro17. In paragraph 6 in the definition of “**settled worker**”, delete the words following “the Control of Employment Act” and substitute “2014 (of Tynwald)⁷”.

Intro18. In paragraph 6 after the definition of “**relevant NHS regulations**”, insert:

“A “**Worker Migrant**” means a person granted or deemed to have been granted entry clearance, leave to enter or leave to remain under Part 2 of Appendix W of these Rules, who has come or is coming to the Isle of Man to fill a full time, permanent vacancy that cannot be filled by a suitable Settled Worker .

A “**Worker (Intra Company Transfer) Migrant**” means a person granted or deemed to have been granted Entry Clearance, Leave to Enter or Leave to Remain under Part 3 of Appendix W of these Rules, who has come or is coming to the Isle of Man to fill a full time, permanent vacancy that cannot be filled by a suitable Settled Worker.”.

Changes to Part 1

1.1 In paragraph 24 for “shall” and substitute “must”.

⁷ 1975 c25

- 1.2 In paragraph 24 for “a Isle of Man” substitute “an”.
- 1.3 In paragraph 34B for sub-paragraphs (i)(a),(b) and (c) substitute:
“(a) limited or indefinite leave to remain as a sole representative, retired person of independent means or as a Tier 1 Migrant;
(b) limited or indefinite leave to remain as a Worker Migrant;
(c) limited or indefinite leave to remain as a Worker (Intra Company Transfer) Migrant;”.
- 1.4 Above paragraph 34BB, insert heading “Multiple Applications”.
- 1.5 For paragraph 34D, substitute:
“Dependent applicants applying at the same time as the main applicant
34D. A dependent applicant can be included on a main applicant’s application form where the application form allows the dependent to be included.”.
- 1.6 In paragraph 34F, for “made” substitute “received”.
- 1.7 After paragraph 34F, insert:
“34FA. For the avoidance of doubt, neither paragraph 34E nor paragraph 34F applies in the case of a Tier 2 Migrant who on 6 April 2018 is deemed to become a Worker Migrant or Worker (Intra-Company Transfer) Migrant: accordingly a further application is not required on that date merely because of the change in the person’s status (or in that of an person whose status is dependent upon such a person) under these Rules.”.
- 1.8 In paragraph 34G, for “rules” substitute “Rules” and after, “an application or claim (or”, insert “the date on which an application for”.
- 1.9 Delete paragraph 34H.
- 1.10 In paragraph 39D after “323C”, insert “or Part 4 of Appendix W”.

Changes to Part 6A

- 6A.1 In paragraph 245BD(c)(iii) delete “.” and insert:
“,or
(iv) a Worker Migrant under Appendix W.”.
- 6A.2 In paragraph 245BF(c)(ii), after “(excluding as a Tier 2 (Intra-Company Transfer) Migrant)” insert “, or as a Worker Migrant (excluding as a Worker (Intra Company Transfer) Migrant)”.
- 6A.3 In paragraph 245DD(e), delete sub-paragraphs (vii) to (xxi), and substitute:
“(vii) as a Tier 2 Migrant,

(viii) as a Tier 4 Migrant, or
(ix) as a Worker Migrant.”.

6A.4 In paragraph 245ED(c), delete sub-paragraphs (v) to (xvi), and substitute:

“(v) as a Tier 2 Migrant
(vi) as a Tier 4 Migrant, or
(vii) as a Worker Migrant.”.

6A.5 In paragraph 245FB(e), delete sub-paragraphs (ii) to (viii) and substitute:

“(ii) as a Tier 1 (Graduate Entrepreneur) Migrant
(iii) as a Tier 2 (General) Migrant, or
(iv) as a Worker Migrant.”.

6A.6 Delete the heading “Tier 2 (Intra-Company Transfer) Migrants”, and delete paragraphs 245G to 245GF-SD, and substitute:

“245G. Tier 2 (Intra-Company Transfer) Migrants

With effect from 6 April 2018 this route is closed to new applicants.

Those who immediately prior to that date held leave to enter or remain as a Tier 2 (Intra Company Transfer) Migrant will be deemed to be Worker (Intra Company Transfer) Migrants and may apply for leave to remain under Appendix W of these Rules. The period of leave granted before 6 April 2018 shall not be reduced by reason only of changes coming into operation on that date.”.

6A.7 Delete paragraphs 245H to 245HH, and substitute:

“With effect from 6 April 2018 these routes are closed to new applicants. Those who immediately prior to that date held leave to enter or remain as Tier 2 (General) Migrants, Tier 2 (Minister of Religion) Migrants and Tier 2 (Sportsperson) Migrants will be deemed to Worker Migrants and may apply for leave to remain under Appendix W of these Rules,. The period of leave granted before 6 April 2018 shall not be reduced by reason only of changes coming into operation on that date.

Leave to remain and indefinite leave to remain applications will be considered under Appendix W of these Rules.”.

6A.8 Delete paragraph 245ZW(c)(iii IOM).

6A.9 Delete paragraph 245ZW(c)(v)(3), and substitute:

“(3) the migrant has made an application as a Worker Migrant which is

supported by a Confirmation of Employment provided by an Employer for the applicant to work as a Doctor or Dentist in Training, and this employment satisfies the conditions of (iii)(7) above.”.

6A.10 In paragraph 245ZX(b)(iii) delete “.” and substitute:

“, or

(iv) as a Worker Migrant.”.

6A.11 Delete paragraph 245ZY(c)(iv)(3)(b)(3), and substitute:

“(3) the migrant has made an application as a Worker Migrant which is supported by a Confirmation of Employment assigned by an Employer to the applicant to work as a Doctor or Dentist in Training, and this employment satisfies the conditions of (iii)(7) above.”.

Changes to Part 8

8.1 In paragraph A277A, after “Relevant Points Based System Migrant”, insert “or a Relevant Worker Migrant”.

8.2 In paragraph A277B, after “Relevant Points Based System Migrant”, insert “or a Relevant Worker Migrant”.

8.3 In paragraph A277B(d), after “Relevant Points Based System Migrant”, insert “or a Relevant Worker Migrant”.

8.4 In paragraph A280(g), after “Relevant Points Based System Migrant”, insert “or of a Relevant Worker Migrant”.

8.5 In paragraph 277, for “rules” substitute “Rules”.

8.6 For paragraphs 319AA to 319J, and heading “Family Members of Relevant Points-based System Migrants Partners of Relevant Points-based System Migrants” substitute:

“Family Members of Relevant Points Based System Migrants and Family Members of Worker Migrants and Worker (Intra Company Transfer) Migrants under Appendix W

Partners of Relevant Points Based System Migrants and Family Members of Worker Migrants and Worker (Intra Company Transfer) Migrants under Appendix W

319AA In paragraphs 319A to 319K and Appendix E 'Relevant Points Based System Migrant' means a migrant granted to leave as a Tier 1 Migrant, a Tier 4 (General) Student or a Tier 5 (Temporary Worker) Migrant.

In paragraphs 319A to 319K and Appendix E a ‘Relevant Worker Migrant’ means a migrant granted leave or deemed to have been granted leave under Appendix W of these Rules.

Purpose

319A. This route is for the spouse, civil partner, unmarried or same-sex partner of a Relevant Points-Based System Migrant, and of a Relevant Worker Migrant,. Paragraphs 277 to 280 apply to spouses or civil partners of a Relevant Points-Based System Migrant, and of a Relevant Worker Migrant; paragraph 277 applies to civil partners of a Relevant Points Based System Migrant, and of a Relevant Worker Migrant;; and paragraph 295AA applies to unmarried and same-sex partners of a Relevant Points Based System Migrant, or of a Relevant Worker Migrant.

Entry to the Isle of Man

319B. All migrants arriving in the Isle of Man and wishing to enter as the partner of a Relevant Points Based System Migrant, or of a Relevant Worker Migrant, must have a valid entry clearance for entry under this route. If they do not have a valid entry clearance, entry will be refused.

Requirements for entry clearance or leave to remain

319C. To qualify for entry clearance or leave to remain as the partner of a Relevant Points Based System Migrant, or of a Relevant Worker Migrant, an applicant must meet the requirements listed below. If the applicant meets these requirements, entry clearance or leave to remain will be granted. If the applicant does not meet these requirements, the application will be refused.

Requirements:

- (a) The applicant must not fall for refusal under the general grounds for refusal, and if applying for leave to remain, must not be an illegal entrant.
- (b) The applicant must be the spouse or civil partner, unmarried or same-sex partner of a person who:
 - (i) has valid leave to enter or remain as a Relevant Points-Based System Migrant , or as a Relevant Worker Migrant, or
 - (ii) is, at the same time, being granted entry clearance or leave to remain as a Relevant Points Based System Migrant or as a Relevant Worker Migrant, or

(iii) has indefinite leave to remain as a Relevant Points Based System Migrant, or as a Relevant Worker Migrant, or is, at the same time being granted indefinite leave to remain as a Relevant Points Based System Migrant, or as a Relevant Worker Migrant, where the applicant is applying for further leave to remain or has been refused indefinite leave to remain solely because the applicant has not met the requirements of paragraph 319E(g), and was last granted leave:

(1) as the partner of that same Relevant Points Based System Migrant or that same Relevant Worker Migrant: or

(2) as the spouse or civil partner, unmarried or same-sex partner of that person at a time when that person had leave under another category of these Rules; or

(iv) has become a British Citizen where prior to that they held indefinite leave to Remain as a Relevant Points Based System Migrant, or as a Relevant Worker Migrant, and where the applicant is applying for further leave to remain, or has been refused indefinite leave to remain solely because the applicant has not met the requirements of paragraph 319E(g), and was last granted leave:

(1) as the partner of that same Relevant Points Based System Migrant or that same, Relevant Worker Migrant, or

(2) as the spouse or civil partner, unmarried or same-sex partner of that person at a time when that person had leave under another category of these Rules.

(c) An applicant who is the unmarried or same-sex partner of a Relevant Points Based System migrant, or of a Relevant Worker Migrant (as the case requires) must also meet the following requirements—

(i) any previous marriage or similar relationship by the applicant or the Relevant Points-Based System Migrant, or the Relevant Worker Migrant, with another person must have permanently broken down,

(ii) the applicant and the Relevant Points-Based System Migrant, or the Relevant Worker Migrant, must not be so closely related that they would be prohibited from marrying each other in the Isle of Man, and

(iii) the applicant and the relevant Points-Based System Migrant, or the Relevant Worker Migrant, must have been living together in a

relationship similar to marriage or civil partnership for a period of at least 2 years.

(d) The marriage or civil partnership, or relationship similar to marriage or civil partnership, must be subsisting at the time the application is made.

(e) The applicant and the Relevant Points-Based System Migrant, or the Relevant Worker Migrant, must intend to live with the other as their spouse or civil partner, unmarried or same-sex partner throughout the applicant's stay in the Isle of Man.

(f) The applicant must not intend to stay in the Isle of Man beyond any period of leave granted to the Relevant Points-Based System Migrant or the Relevant Worker Migrant.

(g) Unless the Relevant Points-Based System Migrant is a Tier 1 (Investor) Migrant or a Tier 1 (Exceptional Talent) Migrant, there must be a sufficient level of funds available to the applicant, as set out in Appendix E.

(h) An applicant who is applying for leave to remain must not have last been granted:

(i) entry clearance of leave as a:

(a) visitor, including where they entered the Isle of Man from the Republic of Ireland to stay under the terms of articles 3A and 4 of the Immigration (Control of Entry through Republic Ireland) Order 2016 on the basis of a visa issued by the Republic of Ireland authorities endorsed with the letters "BIVS" for the purpose of travelling and staying in the Republic for a period of 90 days or fewer;

(b) Not Used

(c) parent of a Tier 4 (child) student

Unless the Relevant Points Based System Migrant has, or is being granted, leave to remain as a Tier 5 (Temporary Worker) Migrant in the creative and sporting subcategory on the basis of having met the requirement at paragraph 245XQ(b)(ii);

(ii) temporary admission; or

(iii) temporary release.

(i) Where the relevant Points Based System Migrant is applying for, or has been granted, entry clearance, leave to enter, or leave to remain in the Isle of Man as a Tier 4 (General) Student either:

(i) the relevant Points Based System Migrant must be a government sponsored student who is applying for, or who has been granted, entry clearance or leave to remain to undertake a course of study longer than six months;

(ii) the relevant Points Based System Migrant must:

(1) be applying for, or have been granted entry clearance or leave to remain in order to undertake a course of study at post-graduate level that is 12 months or longer in duration; and

(2) be sponsored by a sponsor who is a Recognised Body or a body in receipt of funding as a higher education institution from the Department for Education and Children.

(iii) the relevant Points Based System Migrant must be applying for, or have been granted leave to remain as a Tier 4(General) Student on the doctorate extension scheme; or

(iv) the following conditions must be met:

(1) the relevant Points Based System Migrant must be applying for entry clearance, leave to enter, or leave to remain, to undertake a course of study that is longer than six months and either:

(a) have entry clearance, leave to enter, or leave to remain as a Tier 4 (General) Student or as a student to undertake a course of study longer than six months; or

(b) have last had entry clearance, leave to enter, or leave to remain within the three months preceding the application as a Tier 4 (General) Student or as a student to undertake a course of study longer than six months; and

(2) Partner must either:

(a) have entry clearance, leave to enter, or leave to remain as the Partner of a Tier 4 (General) Student or a student with entry clearance, leave to enter, or leave to remain, to undertake a course of study longer than six months; or

(b) have last had entry clearance, leave to enter, or leave to remain within the three months preceding the application as the Partner of a Tier 4 (General) Student or as a student to undertake a course of study longer than six months; and

(3) the relevant Points Based System Migrant and the Partner must be applying at the same time.

(j) The applicant must not be in the Isle of Man or United Kingdom in breach of immigration laws except that any period of overstaying for a period of 28 days will be disregarded.

(k) Where the applicant is 18 years of age or older and seeking entry clearance as the partner of a person 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 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.

(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, or a Relevant Worker Migrant and the job or employment that the Certificate of Sponsorship or Confirmation of Employment records that they are being sponsored or employed to do is in one of the occupation codes listed below:

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
2311 – Higher Education teaching professionals
2312 - Further education teaching professionals
2314 - Secondary education teaching professionals
2315 - Primary and nursery education teaching professionals
2442 - Social workers
2449 - Welfare professionals not elsewhere classified
3213 – Paramedics
3218 – Medical and Dental Technicians
3219 – Health Associate Professionals
3563 – Vocational and industrial trainers and instructors
6141 – Nursing Auxiliaries and Assistants

(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 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.

319D. Period and conditions of grant

(a) (i) Entry clearance or limited leave to remain will be granted for a period which expires on the same day as the leave granted to the Relevant Points Based System Migrant, or to the Relevant Worker Migrant, or

(ii) If the Relevant Points Based System Migrant, or the Relevant Worker Migrant, has indefinite leave to remain as a Relevant Points Based System Migrant, or a Relevant Worker Migrant, or is, at the same time being granted indefinite leave to remain as a Relevant Points Based System Migrant or as a Relevant Worker Migrant, or where the Relevant Points Based System Migrant or where the Relevant Worker Migrant has since

become a British Citizen, leave to remain will be granted to the applicant for a period of three years.

(b) Entry clearance and leave to remain under this route will be subject to the following conditions:

(i) no recourse to public funds,

(ii) registration with the police, if this is required under paragraph 326, and

(iii) no Employment as a Doctor or Dentist in Training, unless the applicant:

(1) has obtained a primary degree in medicine or dentistry at bachelor's level or above from a UK institution that is a UK recognised or listed body, or which holds a sponsor licence under Tier 4 of the Points Based System, and provides evidence of this degree; or

(2) has, or has last been granted, entry clearance, leave to enter or leave to remain that was not subject to any condition restricting him from taking employment as a Doctor in Training, has been employed during that leave as a Doctor in Training, and provides a letter from the Postgraduate Deanery or NHS Trust employing them which confirms that they have been working in a post or programme that has been approved by the General Medical Council as a training programme or post; or

(3) has, or has last been granted, entry clearance, leave to enter or leave to remain that was not subject to any condition restricting him from taking employment as a Dentist in Training, has been employed during that leave as a Dentist in Training, and provides a letter from the Postgraduate Deanery or NHS Trust employing them which confirms that they have been working in a post or programme that has been approved by the Joint Committee for Postgraduate Training in Dentistry as a training programme or post.

(iv) if the Relevant Points Based System Migrant is a Tier 4 (General) Student and the partner meets the requirements of paragraphs 319C(i)(i) and:

(1) the Relevant Points Based System Migrant is a Tier 4 (General) Student applying for leave for less than 12 months, no employment, or

(2) the Relevant Points Based System Migrant is a Tier 4 (General) Student who is following a course of below degree level study, no employment.

(v) no employment as a professional sportsperson (including as a sports coach).

Requirements for indefinite leave to remain

319E. To qualify for indefinite leave to remain as the partner of a Relevant Points Based System Migrant or of a Relevant Worker Migrant, an applicant must meet the requirements listed below. If the applicant meets these requirements, indefinite leave to remain will be granted. If the applicant does not meet these requirements, the application will be refused.

Requirements:

(a) The applicant must not fall for refusal under the general grounds for refusal, and must not be an illegal entrant.

(b) The applicant must be the spouse or civil partner, unmarried or same-sex partner of a person who:

(i) has indefinite leave to remain as a Relevant Points Based System Migrant, or as a Relevant Worker Migrant; or

(ii) is, at the same time being granted indefinite leave to remain as a Relevant Points Based System Migrant, or as a Relevant Worker Migrant, or

(iii) has become a British Citizen where prior to that they held indefinite leave to remain as a Relevant Points Based System Migrant, or as a Relevant Worker Migrant.

(c) The applicant must have, or have last been granted, leave as the partner of the Relevant Points Based System Migrant, or of the Relevant Worker Migrant, who:

(i) has indefinite leave to remain as a Relevant Points Based System Migrant, or as a Relevant Worker Migrant; or

(ii) is, at the same time being granted indefinite leave to remain as a Relevant Points Based System Migrant, or as a Relevant Worker Migrant, or

(iii) has become a British Citizen where prior to that they held indefinite leave to remain as a Relevant Points Based System Migrant, or as a Relevant Worker Migrant.

(d) The applicant and the Relevant Points Based System Migrant, or the Relevant Worker Migrant, must have been living together in the Isle of Man in a marriage or civil partnership, or in a relationship similar to marriage or civil partnership, for at least the period specified in (i) or (ii):

(i) If the applicant was granted leave as:

(a) the Partner of that Relevant Points Based System Migrant, or

(b) the spouse or civil partner, unmarried or same-sex partner of that person at a time when that person had leave under another category of these Rules

under the Rules in place before 19 November 2012, and since then has had continuous leave as the Partner of that Relevant Points based System Migrant, the specified period is 2 years

(ii) If (i) does not apply, the specified period is a continuous period of 5 years, during which the applicant must:

(a) have been in a relationship with the same Relevant Points Based System Migrant, or with the same Relevant Worker Migrant, for this entire period,

(b) have spent the most recent part of the 5 year period with leave as the Partner of that Relevant Points Based System Migrant, or of that Relevant Worker Migrant, and during that part of the period have met all of the requirements of paragraph 319C(a) to (e), and

(c) have spent the remainder of the 5 year period, where applicable, with leave as the spouse or civil partner, unmarried or same-sex partner of that person at a time when that person had leave under another category of these Rules.

(e) The marriage or civil partnership, or relationship similar to marriage or civil partnership, must be subsisting at the time the application is made.

(f) The applicant and the Relevant Points Based System Migrant, or the Relevant Worker Migrant, must intend to live permanently with the other as their spouse or civil partner, unmarried or same-sex partner.

(g) The applicant has demonstrated sufficient knowledge of the English language and sufficient knowledge about life in the United Kingdom and Islands, in accordance with Appendix KoLL.

(h) The applicant does not have one or more unspent convictions, and

(i) The applicant must not be in the Isle of Man in breach of immigration laws except that any period of overstaying for a period of 28 days will be disregarded.

Children of Relevant Points Based System Migrants or of Relevant Worker Migrants

Purpose

319F. This route is for the children of Relevant Points Based System Migrants, or of Relevant Worker Migrants, where the children are under the age of 18 when they apply for leave to enter under this route. Paragraph 296 applies to children of Tier 1 Migrants.

Entry to the Isle of Man

319G. All migrants arriving in the Isle of Man and wishing to enter as the child of a Relevant Points Based System Migrant, or of a Relevant Worker Migrant, Relevant Points Based System Migrant must have a valid entry clearance for entry under this route. If they do not have a valid entry clearance, entry will be refused.

Requirements for entry clearance or leave to remain

319H. To qualify for entry clearance or leave to remain under this route, an applicant must meet the requirements listed below. If the applicant meets these requirements, entry clearance or leave to remain will be granted. If the applicant does not meet these requirements, the application will be refused, and, if he is over the age of 16 on the date the application is made, he must provide the specified documents and information in paragraph 319H-SD to show that this requirement is met.

Requirements:

(a) The applicant must not fall for refusal under the general grounds for refusal, and if applying for leave to remain, must not be an illegal entrant.

(b) The applicant must be the child of a parent who has, or is at the same time being granted, valid entry clearance, leave to enter or remain, or indefinite leave to remain, as:

- (i) a Relevant Points Based System Migrant, or a Relevant Worker Migrant, or
 - (ii) the partner of a Relevant Points Based System Migrant, or of a Relevant Worker Migrant, or who has obtained British citizenship having previously held indefinite leave to remain as above.
- (c) The applicant must be under the age of 18 on the date the application is made, or if over 18 and applying for leave to remain, must have, or have last been granted, leave as the child of a Relevant Points Based System Migrant, or of a Relevant Worker Migrant.
- (d) The applicant must not be married or in a civil partnership, must not have formed an independent family unit, and must not be leading an independent life.
- (e) The applicant must not intend to stay in the Isle of Man beyond any period of leave granted to the Relevant Points Based System Migrant parent, or the Relevant Worker Migrant parent.
- (f) Both of the applicant's parents must either be lawfully present in the Isle of Man, or being granted entry clearance or leave to remain at the same time as the applicant, or one parent must be lawfully present in the Isle of Man and the other is being granted entry clearance or leave to remain at the same time as the applicant, unless:
- (i) the Relevant Points Based System Migrant, or the Relevant Worker Migrant, is the applicant's sole surviving parent,
 - (ii) the Relevant Points Based System Migrant parent, or the Relevant Worker Migrant parent has and has had sole responsibility for the applicant's upbringing, or
 - (iii) there are serious and compelling family or other considerations which would make it desirable not to refuse the application and suitable arrangements have been made in the Isle of Man for the applicant's care.
- (g) Unless the Relevant Points Based System Migrant is a Tier 1 (Investor) Migrant or a Tier 1 (Exceptional Talent) Migrant, there must be a sufficient level of funds available to the applicant, as set out in Appendix E.
- (h) An applicant who is applying for leave to remain must not have last been granted:
- (i) entry clearance or leave as a:

(a) visitor, including where they entered the Isle of Man from the Republic of Ireland to stay under the terms of articles 3A and 4 of the Immigration (Control of Entry through Republic Ireland) Order 2016 on the basis of a visa issued by the Republic of Ireland authorities endorsed with the letters “BIVS” for the purpose of travelling and staying in the Republic for a period of 90 days or fewer; or

(b) Not Used

unless the Relevant Points Based System Migrant has, or is being granted, leave to remain as a Tier 5 (Temporary Worker) Migrant in the creative and sporting subcategory on the basis of having met the requirement at paragraph 245ZQ(b)(ii);

(ii) temporary admission; or

(iii) temporary release.

(i) Where the relevant Points Based System Migrant is applying for, or has been granted, entry clearance, leave to enter, or leave to remain in the Isle of Man as a Tier 4 (General) Student either:

(i) the relevant Points Based System Migrant must be a government sponsored student who is applying for, or who has been granted, entry clearance or leave to remain to undertake a course of study longer than six months;

(ii) the relevant Points Based System Migrant must:

(1) be applying for, or have been granted entry clearance or leave to remain in order to undertake a course of study at post-graduate level that is 12 months or longer in duration; and

(2) be sponsored by a sponsor who is a Isle of Man recognised body or a body in receipt of funding as a higher education institution from the Department of Education and Children.

(iii) the relevant Points Based System Migrant must be applying for, or have been granted leave to remain as a Tier 4 (General) Student on the doctorate extension scheme; or

(iv) the following conditions must be met:

(1) the relevant Points Based System Migrant must be applying for entry clearance, leave to enter, or leave to remain, to undertake a course of study that is longer than six months and either:

(a) have entry clearance, leave to enter, or leave to remain as a Tier 4 (General) Student or as a student to undertake a course of study longer than six months; or

(b) have last had entry clearance, leave to enter, or leave to remain within the three months preceding the application as a Tier 4 (General) Student or as a student to undertake a course of study longer than six months; and

(2) the Child must either:

(a) have entry clearance, leave to enter, or leave to remain as the Child of a Tier 4 (General) Student or a student with entry clearance, leave to enter, or leave to remain, to undertake a course of study longer than six months; or

(b) have last had entry clearance, leave to enter, or leave to remain within the three months preceding the application as the Child of a Tier 4 (General) Student or as a student to undertake a course of study longer than six months; and

(3) the relevant Points Based System Migrant and the Child must be applying at the same time.

(j) A child whose parent is a Relevant Points Based System Migrant, who is a Tier 4 (General) Student or student, and who does not otherwise meet the requirements of paragraph 319H(i):

(1) must have been born during the relevant Points Based System Migrant's most recent grant of entry clearance, leave to enter or leave to remain as a Tier 4 (General) Student or student with leave for a course of more than six months duration; or

(2) where the Relevant Points Based System Migrant's most recent grant of entry clearance, leave to enter or leave to remain was to re-sit examinations or repeat a module of a course, must either have been born during a period of leave granted for the purposes of re-sitting examinations or repeating a module of a course or during the Relevant Points Based System Migrant's grant of leave for a course of more than six months, where that course is the same as the one for which the most recent grant of leave was to re-sit examinations or repeat a module; or

(3) must have been born no more than three months after the expiry of that most recent grant of leave; and

(4) must be applying for entry clearance.

(k) If the applicant is a child born in the Isle of Man to a Relevant Points Based System Migrant, or to a Relevant Worker Migrant, and their partner, the applicant must provide a full Isle of Man birth certificate showing the names of both parents.

(l) All arrangements for the child's care and accommodation in the Isle of Man must comply with relevant Isle of Man legislation and regulations.

(m) The applicant must not be in the Isle of Man in breach of immigration laws except that any period of overstaying for a period of 28 days will be disregarded.

319H-SD Specified documents and information

Applicants who are over the age of 16 on the date the application is made must provide the following specified documents and information:

(a) The applicant must provide two items from the list below confirming his residential address:

(i) bank statements,

(ii) credit card bills,

(iii) driving licence,

(iv) NHS Registration document,

(v) letter from his current school, college or university, on official headed paper and bearing the official stamp of that organisation, and issued by an authorised official of that organisation.

(b) The documents submitted must be from two separate sources and dated no more than one calendar month before the date of the application.

(c) If the applicant pays rent or board, he must provide details of how much this amounts to each calendar month.

(d) If the applicant is residing separately from the Relevant Points Based System Migrant, or from the Relevant Worker Migrant, he must provide:

(i) reasons for residing away from the family home. Where this is due to academic endeavours he must provide confirmation from his university

or college confirming his enrolment and attendance on the specific course, on official headed paper and bearing the official stamp of that organisation, and issued by an authorised official of that organisation,

(ii) the following evidence that he has been supported financially by his parents whilst residing away from the family home:

(1) bank statements for the applicant covering the three months before the date of the application clearly showing the origin of the deposits; and

(2) bank statements for the applicant's parent covering the three months before the date of the application also showing corroborating payments out of their account.

319I. Period and conditions of grant

(a) Entry clearance and leave to remain will be granted for:

(i) a period which expires on the same day as the leave granted to the parent whose leave expires first, or

(ii) where both parents have, or are at the same time being granted, indefinite leave to remain, or have since become British citizens, leave to remain will be granted to the applicant for a period of 3 years.

(b) Entry clearance and leave to remain under this route will be subject to the following conditions—

(i) no recourse to public funds, and

(ii) registration with the police, if this is required under paragraph 326 of these Rules,

(iii) if the Relevant Points Based System Migrant is a Tier 4 (General) Student and the child meets the requirements of paragraphs 319H(i)(i) or 319H(j) and:

(1) the Relevant Points Based System Migrant is a Tier 4 (General) Student applying for leave for less than 12 months, no employment, or

(2) the Relevant Points Based System Migrant is a Tier 4 (General) Student who is following a course of below degree level study, no employment, and

(iv) no employment as a professional sportsperson (including as a sports coach).

Requirements for indefinite leave to remain

319J. To qualify for indefinite leave to remain under this route, an applicant must meet the requirements listed below. If the applicant meets these requirements, indefinite leave to remain will be granted. If the applicant does not meet these requirements, the application will be refused, unless the applicant qualifies for leave to remain by virtue of paragraphs 33E and 33F.

Requirements:

(a) The applicant must not fall for refusal under the general grounds for refusal, and must not be an illegal entrant.

(b) The applicant must be the child of a parent who has, or is at the same time being granted, indefinite leave to remain as:

(i) a Relevant Points Based System Migrant, or a Relevant Worker Migrant, or

(ii) the partner of a Relevant Points Based System Migrant or the partner of a Relevant Worker Migrant.

(c) The applicant must have, or have last been granted, leave as the child of or have been born in the Isle of Man to the Relevant Points-Based System Migrant, or to the Relevant Worker Migrant, or the partner of a Points Based System Migrant, or Relevant Worker Migrant, who is being granted indefinite leave to remain.

(d) The applicant must not be married or in a civil partnership, must not have formed an independent family unit, and must not be leading an independent life, and, if he is over the age of 16 on the date the application is made, he must provide the specified documents and information in paragraph 319H-SD to show that this requirement is met.

(e) Both of an applicant's parents must either be lawfully present in the Isle of Man, or being granted entry clearance, limited leave to remain, or indefinite leave to remain at the same time as the applicant, unless –

(i) The Relevant Points Based System Migrant is the applicant's sole surviving parent,

(ii) The relevant Relevant Points Based System Migrant parent, or to the Relevant Worker Migrant parent has and has had sole responsibility for the applicant's upbringing, or

(iii) there are serious and compelling family or other considerations which would make it desirable not to refuse the application and suitable arrangements have been made for the applicant's care.

(f) The applicant has demonstrated sufficient knowledge of the English language and sufficient knowledge about life in the United Kingdom and Islands, in accordance with Appendix KoLL, unless he is under the age of 18 at the date on which the application is made.

(g) If the applicant is a child born in the Isle of Man to a Relevant Points Based System migrant, or to a Relevant Worker Migrant, and their partner, the applicant must provide a full Isle of Man birth certificate showing the names of both parents.

(h) All arrangements for the child's care and accommodation in the Isle of Man must comply with relevant Isle of Man legislation and regulations.

(i) The applicant must not be in the Isle of Man in breach of immigration laws except that any period of overstaying for a period of 28 days will be disregarded.”.

Changes to Part 9

9.1 In paragraph 323, delete sub paragraphs (iii) to (vii), and substitute:

“(iii) where a person has, within the first 6 months of being granted leave to enter, committed an offence for which they are subsequently sentenced to a period of imprisonment, or

(iv) if he was granted his current period of leave as the dependent of a person (“P”) and P's leave to enter or remain is being, or has been, curtailed; or

(v) if, without a reasonable explanation, he fails to comply with a request made by or on behalf of the Lieutenant Governor under paragraph 39D.”.

9.2 In the heading above paragraph 323A., delete “a Tier 2 Migrant”.

9.3 In paragraph 323A., delete “Tier 2 Migrant”.

9.4 In paragraph 323A.(a)(i), delete “a Tier 2 Migrant”.

9.5 In paragraph 323A.(b)(iii), delete “a Tier 2 Migrant”.

9.6 In the heading of paragraph 323AA(IOM), delete “Tier 2 Migrants and”.

9.7 In paragraph 323AA(IOM)(b)(iii), delete “a Tier 2 (Sportsperson) Migrant or”.

9.8 Delete paragraph 323AA(IOM)(d).

9.9 Delete paragraph 323AA(IOM)(f).

Changes to Appendix A

A1. Delete paragraphs 73 to 100.

Changes to Appendix B

B1. For Appendix B, substitute:

“Appendix B - English language

1. An applicant applying as a Tier 1 Migrant must have 10 points for English language, unless applying for entry clearance or leave to remain:

- (i) as a Tier 1 (Exceptional Talent) Migrant,
- (ii) as a Tier 1 (Investor) Migrant, or
- (iii) as a Tier 2 (Intra-Company Transfer) Migrant.

2. An applicant applying as a Worker Migrant under Appendix W, must meet the English language requirements set in Table 2 below. To meet this requirement the migrant must;

- (i) be a National of a majority English speaking country;
- (ii) have a Degree taught in English;
- (iii) have passed an English language test;
- (iv) have met requirement in a previous grant of leave; or
- (v) meet the Transitional arrangements.

3. The levels of English language required are shown in Table 1.

4. Available points for English language are shown in Table 2.

5. Notes to accompany the tables are shown below each table.

Table 1

Level of English language required to score points

Tier 1

Row	Category	Applications	Level of English language required
B	Tier 1 (Entrepreneur)	Entry Clearance and leave to remain	A knowledge of English equivalent to level B1 or above of the Council of Europe's Common European Framework
C	Tier 1 (Graduate)	Entry Clearance and	

	Entrepreneur	leave to remain	for Language Learning.
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Worker Migrant

Row	Category	Applications	Level of English language required
F	Worker Migrant	Entry Clearance and leave to remain, other than the cases in paragraph 5 below	A knowledge of English equivalent to level B1 or above of the Council of Europe's Common European Framework for Language Learning
G	Worker Migrant	Leave to remain cases in paragraph 5 below	A knowledge of English equivalent to level A1 or above of the Council of Europe's Common European Framework for Language Learning

Notes

5. An applicant applying for leave to remain as a Worker Migrant, must have competence of English to a level A1 or above as set out in Table 1 above if:

(i) he previously had leave as:

- (1) a Tier 2 (General) Migrant under the rules in place before 6 June 2011,
- (2) a Qualifying Work Permit Holder,
- (3) a representative of an overseas newspaper, news agency or Broadcasting organisation,
- (4) a Member of the Operational Ground Staff of an Overseas-owned Airline, or
- (5) a Jewish Agency Employee,

and

(ii) he has not been granted leave to remain in any other routes, or entry clearance or leave to enter in any route, since the grant of leave referred to in (i) above.

Table 2

Points available for English language for Tier 1 applicants

Factor	Points
National of a majority English speaking country	10
Degree taught in English	10
Passed an English language test	10
Met requirement in a previous grant of leave	10
Transitional arrangements	10

Notes

National of a majority English speaking country

6. 10 points will only be awarded (or in the case of a Worker Migrant, will only have met the requirement) for being a national of a majority English speaking country if the applicant has the relevant level of English language shown in Table 1 above and:

(i) is a national of one of the following countries:

Antigua and Barbuda

Australia

The Bahamas

Barbados

Belize

Canada

Dominica

Grenada

Guyana

Jamaica

New Zealand

St Kitts and Nevis

St Lucia

St Vincent and the Grenadines

Trinidad and Tobago

USA

and

(ii) provides his valid passport or travel document to show that this requirement is met. If the applicant is unable to do so, the Isle of Man Immigration Office may exceptionally consider this requirement to have been met where the applicant provides full reasons in the passport section of the application form, and either:

(1) a current national identity document, or

(2) an original letter from his home government or embassy, on the letter-headed paper of the government or embassy, which has been issued by an authorised official of that institution and confirms the applicant's full name, date of birth and nationality.

Degree taught in English

7. 10 points will be awarded (or in the case of a Worker Migrant, will have met the requirement) for a degree taught in English if the applicant has the relevant level of English language shown in Table 1 above and:

(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

(ii) provides the following specified documents to show he has the qualification:

(1) the original certificate of the award, or

(2) if the applicant is awaiting graduation having successfully completed the qualification, or no longer has the certificate and the awarding institution is unable to provide a replacement, an academic transcript (or original letter in the case of a PhD qualification) from the awarding institution on its official headed paper, which clearly shows:

(a) the applicant's name,

(b) the name of the awarding institution,

(c) the title of the award,

(d) confirmation that the qualification has been or will be awarded, and

(e) the date that the certificate will be issued (if the applicant has not yet graduated) or confirmation that the institution is unable to reissue the original certificate or award, and

(iii) provides original documentation produced by UK NARIC which confirms the assessment in (i)(2) or (3), if applicable.

8. If the applicant is required to have competence of English to level A1 as set out in Table 1 above in row G, the Worker Migrant will have met the requirement for a degree taught in English if the applicant has the relevant level of English language shown in Table 1 above and:

(i) has obtained an academic qualification (not a professional or vocational qualification) 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 to meet or exceed the recognised standard of a Bachelor's or Master's degree or a PhD in the UK,

(ii) provides the specified documents in paragraph 7(ii) as evidence to show that he has the qualification, and

(iii) provides an original letter from the awarding institution on its official headed paper, which clearly shows:

(1) the applicant's name,

(2) the name of the awarding institution,

(3) the title of the award,

(4) the date of the award, and

(5) unless it is a qualification awarded by an educational establishment in the Isle of Man or UK, confirmation that the qualification was taught in English, 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.

9. An applicant for entry clearance or leave to remain as a Tier 1 (Graduate Entrepreneur) Migrant does not need to provide evidence of a qualification taught in English if:

- (a) the applicant scores points from Appendix A for an endorsement by the UK Higher Education Institution which awarded the qualification; and
- (b) the endorsement letter contains the specified details of the qualification, as set out in paragraph 70(c) of Appendix A.

10. 10 points will only be awarded (or in the case of a Worker Migrant, will only have met the requirement) for passing an English language test if the applicant has the relevant level of English language shown in Table 1 above and provides the specified documents from an English language test provider approved by the Lieutenant Governor for these purposes, as listed in Appendix O, for a test taken at a test centre approved by the Lieutenant Governor as a Secure English Language Test centre, which clearly show:

- (1) the applicant's name,
- (2) the qualification obtained,
- (3) the date of the award,
- (4) the test centre at which the test was taken, and
- (5) that the test is within its validity date (where applicable).

10A. The qualification obtained must meet or exceed the relevant level shown in Table 1 above in:

- (i) speaking and listening, if the relevant level is A1 of the Council of Europe's Common European Framework for Language Learning, or
- (ii) all four components (reading, writing, speaking and listening), in all other cases, unless the applicant was exempted from sitting a component on the basis of his disability.

11. Subject to paragraph 15 below, 10 points will be awarded for meeting the requirement in a previous grant of leave if the applicant:

- (i) has ever been granted leave as a Tier 1 (General) Migrant, a Tier 1 (Entrepreneur) Migrant or Business person, or a Tier 1 (Post-Study Work) Migrant, or
- (ii) has ever been granted leave as a Highly Skilled Migrant under the Rules in place on or after 5 December 2006.

12. Subject to paragraph 15 below, where the application falls under rows B to G of Table 1 above, 10 points will be awarded for meeting the requirement in a previous grant of leave if the applicant has ever been granted leave:

- (a) as a Minister of Religion (not as a Tier 2 (Minister of Religion) Migrant) under the Rules in place on or after 19 April 2007,
- (b) as a Tier 2 (Minister of Religion) Migrant, provided that when he was granted that leave he obtained points for English language for being a national of a majority English speaking country, a degree taught in English, or passing an English language test, or
- (c) as a Tier 4 (General) student, and the Confirmation of Acceptance for Studies used to support that application was assigned on or after 27 June 2012 for a course of at least degree level study.

13. Subject to paragraph 15 below, where the application falls under rows B to G of Table 1 above, 10 points will be awarded (or in the case of a Worker Migrant, will have met the requirement) for meeting the requirement in a previous grant of leave if the applicant has ever been granted leave:

- (a) as a Tier 1 (Graduate Entrepreneur) Migrant,
- (b) as a Tier 2 (General) Migrant under the Rules in place on or after 6 April 2011,
- (c) as a Tier 4 (General) student, and the Confirmation of Acceptance for Studies used to support that application was assigned on or after 21 April 2011, or
- (d) as a Worker Migrant under the Rules in place on or after 6 April 2018.

provided that when he was granted that leave he obtained points (or in the case of a Worker Migrant, met the requirement) for having knowledge of English equivalent to level B1 of the Council of Europe's Common European Framework for Language Learning or above.

14. Subject to paragraph 15 below, where the application falls under row G of Table 1 above, the applicant will have met the requirement where the requirement has been met in a previous grant of leave if the applicant has ever been granted:

- (i) leave as a Minister of Religion (not as a Tier 2 (Minister of Religion) Migrant) under the Rules in place on or after 23 August 2004,

(ii) leave as a Tier 2 Migrant or Worker Migrant, provided that when he was granted that leave he obtained points for English language for being a national of a majority English speaking country, a degree taught in English, or passing an English language test.

15. No points will be awarded for meeting the requirement in a previous grant of leave if false representations were made or false documents or information were submitted (whether or not to the applicant's knowledge) in relation to the requirement in the application for that previous grant of leave.

Transitional arrangements

16. This requirement will have been met if the applicant:

(a) is applying for leave to remain as a Worker Migrant, and

(b) has previously been granted entry clearance, leave to enter or leave to remain as:

(i) a Jewish Agency Employee,

(ii) a Member of the Operational Ground Staff of an Overseas-owned Airline,

(iii) a Minister of Religion, Missionary or Member of a Religious Order,

(iv) a Qualifying Work Permit Holder,

(v) a Representative of an Overseas Newspaper, News Agency or Broadcasting Organisation, and

(c) has not been granted leave in any categories other than Worker Migrant, Tier 2 (General), Tier 2 (Intra-Company Transfer) and those listed in (b) above under the Rules in place since 26 July 2010.

Changes to Appendix C

C1. In paragraph 1A. after "Appendix C" insert ", or is required to meet the level of Maintenance funds of this Appendix by Appendix W".

C2. In paragraph 1A.(b), for "as a Tier 1 Migrant, a Tier2 Migrant", substitute "as a Worker Migrant, a Tier 1 Migrant".

C3. In paragraph 1A(f), for "as a Tier 1 Migrant, a Tier 2 Migrant", substitute "as a Worker Migrant, a Tier 1 Migrant".

C4. For paragraph 1A(g), substitute:

"(g) Where the application is made at the same time as applications by the partner or child of the applicant (such that the applicant is a Relevant Points

Based System Migrant, or is a Worker Migrant for the purposes of paragraph 319AA), each applicant must have the total requisite funds specified in the relevant parts of Appendices C and E. If each applicant does not individually meet the requirements of Appendices C and /or E, as appropriate, all the applications (the application by the Relevant Points Based System Migrant, the application by the Relevant Worker Migrant and applications as the partner or child of that Relevant Points Based System Migrant, or Relevant Worker Migrant) will be refused.”.

C5. For paragraph 1B.(a)(i)(1), substitute:

“(1) a consecutive 90-day period of time, if the applicant is applying as a, Worker Migrant, Tier 1 Migrant, a Tier 5 (Temporary Worker) Migrant, or the Partner or Child of a Relevant Points Based System Migrant, or the Partner or Child of a Relevant Worker Migrant in any of these categories,”.

C6. For paragraph 1B.(a)(iii)(1), substitute:

“(1) the name of:

i. the applicant,

ii the applicant’s parent(s) or legal guardian’s name, if the applicant is applying as Tier 4 Migrant,

iii. the name of the Relevant Points Based System Migrant or Relevant Worker Migrant, if the applicant is applying as a Partner or Child of a Relevant Points Based System Migrant, or as a Partner or Child of a Relevant Worker Migrant, or

iv. the name of the applicant’s other parent who is legally present in the Isle of Man, if the applicant is applying as a Child of a Relevant Points Based System Migrant, or applying as a Child of a Relevant Worker Migrant,”.

C7. For paragraph 1B.(b)(i)(1), substitute:

“(1) a consecutive 90-day period of time, if the applicant is applying as a Worker Migrant, a Tier 1 Migrant, a Tier 5 (Temporary Worker) Migrant, or the Partner or Child of a Relevant Points Based System Migrant, or the Partner or Child of a Relevant Worker Migrant in any of these categories,”.

C8. For paragraph 1B.(b)(iii)(1), substitute:

“(1) the name of:

- i. the applicant,
- ii the applicant's parent(s) or legal guardian's name, if the applicant is applying as Tier 4 Migrant,
- iii. the name of the Relevant Points Based System Migrant or Relevant Worker Migrant, if the applicant is applying as a Partner or Child of a Relevant Points Based System Migrant, or as a Partner or Child of a Relevant Worker Migrant, or Relevant Points Based System Migrant Relevant Points Based System Migrant, or
- iv. the name of the applicant's other parent who is legally present in the Isle of Man, if the applicant is applying as a Child of a Relevant Points Based System Migrant, or as a Child of a Relevant Worker Migrant,".

C9. For paragraph 1B.(c)(i)(1), substitute:

"(1) a consecutive 90-day period of time, if the applicant is applying as a Worker Migrant, a Tier 1 Migrant, a Tier 5 (Temporary Worker) Migrant, or the Partner or Child of a Relevant Points Based System Migrant, or the Partner or Child of a Relevant Worker Migrant in any of these categories,".

C10. For paragraph 1B.(c)(v)(1), substitute:

"(1) the name of:

- i. the applicant,
- ii the applicant's parent(s) or legal guardian's name, if the applicant is applying as Tier 4 Migrant,
- iii. the name of the Relevant Points Based System Migrant or Relevant Worker Migrant, if the applicant is applying as a Partner or Child of a Relevant Points Based System Migrant, or as a Partner or Child of a Relevant Worker Migrant, or Relevant Points Based System Migrant Relevant Points Based System Migrant, or
- iv. the name of the applicant's other parent who is legally present in the Isle of Man, if the applicant is applying as a Child of a Relevant Points Based System Migrant, or as a Child of a Relevant Worker Migrant,".

C11. For the heading above paragraph 4. Substitute "**Worker Migrants and Worker (Intra Company Transfer) Migrants**".

C12. For paragraphs 4. to 5. Substitute:

“4. An applicant applying for entry clearance or leave to remain as a Worker Migrant must meet the required Level of Funds.

5. The Level of Funds will be met:

(a) where the applicant has the level of funds shown in the table below and provides the specified documents in paragraph 1B above, or

Category of Application	Level of Funds
Worker	£945
Worker (Intra Company Transfer)	£945

(b) the applicant has entry clearance, leave to enter or leave to remain as:

- (i) a Tier 2 Migrant prior to 6 April 2018,
- (ii) a Worker Migrant,
- (iii) a Worker (Intra Company Transfer) Migrant,
- (iv) a Minister of Religion, Missionary or Member of a Religious Order,
- (v) [Not used]
- (vi) a Work Permit Holder, or

(c) the employer has certified on the Confirmation of Employment that, should it become necessary, it will maintain and accommodate the migrant up to the end of the first month of his employment. The Employer may limit the amount of the undertaking but any limit must be at least £945. The requirements of this paragraph will only have been met if the applicant provides a valid Confirmation of Employment with his application.”.

Changes to Appendix E

E1. For Appendix E, substitute:

“Appendix E - Maintenance (funds) for the family of Relevant Points Based System Migrants or the Family Members of Worker Migrants and Worker (Intra Company Transfer) Migrants under Appendix W

A sufficient level of funds must be available to an applicant applying as the partner or child of a relevant points based system migrant. A sufficient level of funds will only be available if the following requirements are met.

- (aa) Paragraphs 1A and 1B of Appendix C also apply to this Appendix.
- (ab) Where the application is connected to a Tier 1 (Entrepreneur) Migrant, the applicant cannot use the same funds to score points for maintenance funds from this Appendix as the Tier 1 (Entrepreneur) Migrant used to score points for attributes under Appendix A.
- (a) Where the application is connected to a Tier 1 Migrant (other than a Tier 1 (Investor) Migrant or a Tier 1 (Exceptional Talent) Migrant) who is outside the UK or Isle of Man or who has been in the UK or Isle of Man for a period of less than 12 months, there must be:
- (i) £1,260 in funds, where the application is connected to a Tier 1 (Graduate Entrepreneur) Migrant;
 - (ii) £1,890 in funds in other cases.
- (b) Where:
- (i) paragraph (a) does not apply, and
 - (ii) the application is connected to a Relevant Points Based System Migrant who is not a Tier 1 (Investor) Migrant, a Tier 1 (Exceptional Talent) Migrant or a Tier 4 (General) Student there must be £630 in funds.
- (ba) Where the application is connected to a Tier 4 (General) Student:
- (1) There must be £460 in funds for each month for which the applicant would, if successful, be granted leave under paragraph 319D(a), up to a maximum of £4,140; and
 - (2) the applicant must confirm that the funds referred to in (1) above are:
 - (i) available in the manner specified in paragraph (f) below for use in living costs in the Isle of Man; and
 - (ii) that the funds will remain available in the manner specified in paragraph (f) below unless used to pay for living costs.
- (c) Where the applicant is applying as the partner of a Relevant Points Based System Migrant or relevant Worker Migrant, the relevant amount of funds must be available to either the applicant or the Relevant Points Based System Migrant or Relevant Worker Migrant as applicable.
- (d) Where the applicant is applying as the child of a Relevant Points Based System Migrant or the child of a Relevant Worker Migrant, the relevant amount of funds must be available to the applicant, the relevant points based

system migrant, the Relevant Worker Migrant, or the applicant's other parent who is lawfully present in the Isle of Man or being granted entry clearance, or leave to enter or remain, at the same time.

(e) Where the Relevant Points Based System Migrant, or Relevant Worker Migrant, is applying for entry clearance or leave to remain at the same time as the applicant, the amount of funds available to the applicant must be in addition to the level of funds required separately of the Relevant Points Based System Migrant, or of the Relevant Worker Migrant as applicable.

(f) In all cases, the funds in question must be available to:

(i) the applicant, or

(ii) where he is applying as the partner of a Relevant Points Based System Migrant, or as the partner of a Relevant Worker Migrant, either to him or to that Relevant Points Based System Migrant, or to the Relevant Worker Migrant, or

(iii) where he is applying as the child of a Relevant Points Based System Migrant, or of a Relevant Worker Migrant, either to him, to the Relevant Points Based System Migrant, the Relevant Worker Migrant, or to the child's other parent who is lawfully present in the Isle of Man or being granted entry clearance, or leave to enter or remain, at the same time;

(g) The funds in question must have been available to the person referred to in (f) above on the date of the application and for:

(i) a consecutive 90-day period of time, if the applicant is applying as the Partner or Child of a Relevant Worker Migrant, a Tier 1 Migrant (other than a Tier 1 (Investor) Migrant) or a Tier 1 (Exceptional Talent) Migrant), a or a Tier 5 (Temporary Worker) Migrant;

(ii) a consecutive 28-day period of time, if the applicant is applying as the Partner or Child of a Tier 4 (General) Student;

(h) If the funds in question were obtained when the person referred to in (f) above was in the Isle of Man, the funds must have been obtained while that person had valid leave and was not acting in breach of any conditions attached to that leave; and

(i) In the following cases, sufficient funds will be deemed to be available where all of the following conditions are met:

(1) the Relevant Points Based System Migrant, or Relevant Worker Migrant, to whom the application is connected has, or is being granted, leave as a Worker Migrant, Worker (Intra Company Transfer) Migrant or as a Tier 5 (Temporary Worker) Migrant,

(2) the Sponsor of that Relevant Points Based System Migrant is A-rated, and

(3) that Sponsor, or Employer, has certified that, should it become necessary, it will maintain and accommodate the dependents of the relevant Points Based System Migrant, or of the Relevant Worker Migrant, up to the end of the first month of the dependent's leave, if granted, by either:

a. endorsing the certification on the Certificate of Sponsorship or Confirmation of Employment, or

b. providing the certification in a letter from the sponsor which includes:

i. the applicant's name,

ii. the sponsor's, or Employer'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 dependent. If the relevant Points Based System Migrant, or Relevant Worker Migrant, is applying at the same time as the applicant, points will only be awarded if the Relevant Points Based System Migrant, or Relevant Worker Migrant, provides a valid Certificate of Sponsorship reference number, or valid Confirmation of Employment, with his application.

(ia) Sufficient funds will not be deemed to be available to the Partner or Child if the specified documents, as set out in paragraph 1B of Appendix C, show that the funds are held in a financial institution listed in Appendix P as being an institution with which the UK Border Agency is unable to make satisfactory verification checks.

(j) In all cases the applicant must provide the specified documents, unless the applicant is applying at the same time as the relevant Points Based System Migrant who is a Tier 4 (General) student sponsored by a Highly Trusted sponsor, is a national of one of the countries or the rightful holder of a qualifying passport issued by one of the relevant competent authorities, as

appropriate, listed in Appendix H, and is applying for entry clearance in his country of nationality or in the territory related to the passport he holds, as appropriate, or leave to remain in the Isle of Man and the applicant is also a national of the same country, and confirms these requirements are met, in which case the specified documents shall not be required. The Isle of Man Immigration Office reserves the right to request the specified documents from these applicants. The application will be refused if the specified documents as set out in paragraph 1B of Appendix C, are not provided in accordance with the request made.

(k) Where the funds are in one or more foreign currencies, the applicant must have the specified level of funds when converted to pound sterling (£) using the spot exchange rate which appears on www.oanda.com for the date of the application.

(l) Where the application is one of a number of applications made at the same time as a partner or child of a Relevant Points Based System Migrant, or of a Relevant Worker Migrant, (as set out in paragraphs 319A and 319F) each applicant, including the Relevant Points Based System Migrant, or including the Relevant Worker Migrant, if applying at the same time, must have the total requisite funds specified in the relevant parts of Appendices C and E. If each applicant does not individually meet the requirements of Appendices C and / or E, as appropriate, all the applications (the application by the Relevant Points Based System Migrant, or Relevant Worker Migrant, and applications as the partner or child of that Relevant Points Based System Migrant, or Relevant Worker Migrant) will be refused.

(m) The end date of the 90-day and 28-day periods referred to in (g) above will be taken as the date of the closing balance on the most recent of the specified documents (Where specified documents from two or more accounts are submitted, this will be the end date for the account that most favours the applicant) as set out in paragraph 1B of Appendix C, and must be no earlier than 31 days before the date of application.

(n) If:

(i) the Relevant Points Based System Migrant is a Tier 4 (General) Student who has official financial sponsorship as set out in paragraph 13(iii) of Appendix C, and

- (ii) this sponsorship is intended to cover costs of the Relevant Points Based System Migrant's family member(s), the applicant must provide a letter of confirmation from the Tier 4 (General) Student's official financial sponsor which satisfies the requirements in paragraph 13D of Appendix C, and confirms that the sponsorship will cover costs of the applicant in addition to costs of the Relevant Points Based System Migrant.
- (o) Where the Relevant Points Based System Migrant, or the Relevant Worker Migrant, is applying for entry clearance or leave to remain at the same time as the applicant, and is not required to provide evidence of maintenance funds because of the provisions in paragraph 5(b) of Appendix C, the applicant is also not required to provide evidence of maintenance funds.
- (p) Where the applicant:
- (i) is not applying at the same time as the Relevant Points Based System Migrant, or at the same time as the Relevant Worker Migrant, and
 - (ii) in the application which led to his most recent grant of entry clearance or leave to remain, the Relevant Points Based System Migrant, or the Relevant Worker Migrant, was not required to provide evidence of maintenance funds because of the provisions in paragraph 5(b) of Appendix C, the applicant is also not required to provide evidence of maintenance funds.
- (q) Overdraft facilities will not be considered towards funds that are available or under an applicant's own control.”.

Changes to Appendix J

- J1. For the text below the heading “Appendix J: Codes of Practice for Skilled Workers”, substitute:
- “After 6 April 2018 this Appendix is only applicable for Tier 5 and Tier 1 (where appropriate) references to Tier 2 are no longer applicable.
- Codes of practice for Tier 2 Sponsors (prior to 6 April 2018), Tier 5 Sponsors, employers of work permit holders and Tier 1 migrants (where appropriate).”.

Changes to Appendix K

- K1. Delete Appendix K.

Changes to Appendix M

- M1. In the heading of Appendix M, delete “Tier 2 (Sportsperson)”.

- M2. In the table at paragraph 2. Delete “Tier 2 (Sportsperson) and” in each place it occurs.
- M3. In the table at paragraph 2. Delete “Tier 2 (Sportsperson)” in each place it occurs.

Introduction of Appendix W.

W1. After Appendix V, insert:

“APPENDIX W: IMMIGRATION RULES FOR WORKERS

Introduction: Worker Migrant and Worker (Intra Company Transfer)

Migrant visa applications

These routes enable Isle of Man employers to recruit workers from outside the European Economic Area to fill a particular full time genuine vacancy that cannot be filled by a Settled Worker.

Definitions

For the purpose of this Appendix

A “**Confirmation of Employment**” means an authorisation issued by an Immigration Officer to an Employer in respect of an application for entry clearance, leave to enter or leave to remain as a Worker Migrant or Worker (Intra Company Transfer) Migrant in accordance with these Rules. A Confirmation of Employment is obtained by meeting the requirements set out in Part 6 of this Appendix.

An “**Eligible Employment**” means those Standard Occupation Classification (SOC) Codes shown in Tables 1 to 7 of Part 7, that are eligible employments as a Worker Migrant or Worker (Intra Company Transfer) Migrant.

An “**Employer**” means the person or body by whom the Worker Migrant or Worker (Intra Company Transfer) Migrant is to be employed.

a “**genuine vacancy**” is a vacancy with the Employer which exists in practice (or would exist in practice were it not filled by the applicant) for a position which:

- (a) requires the jobholder to undertake the specific duties and responsibilities, for the weekly hours and length of the period of engagement as set out in the Confirmation of Employment relating to the applicant;
- (b) includes only duties which are similar and equally skilled as those applying in the Standard Occupational Classification (SOC) code

stated in the Confirmation of Employment relating to the applicant;
and

- (c) has not been created wholly or mainly for the purpose of enabling the applicant to take advantage of the Worker Migrant route.

A “**Key Employment**” means an employment identified in column 6 of Tables 1 to 7 in Part 7 of this Appendix which is exempt from the requirement to carry out a Resident Labour Market Test in accordance with paragraph 6.3.1.

“**length of the period of engagement**” is the period beginning with the employment start date, and ending on the employment end date, as recorded by the Confirmation of Employment.

A “**Sector**” is a grouping of Standard Occupation Codes considered by the Department for Enterprise. These groups are set out in Tables 1 to 7 in Part 7 of this Appendix.

A “**Settled worker**” means a person who:

- (i) is a British Citizen,
- (ii) is a national of the European Economic Area or Switzerland who is exercising a Treaty Right in the Isle of Man,
- (iii) is a British overseas territories citizen, except those from Sovereign Base Areas in Cyprus,
- (iv) is a Commonwealth citizen with leave to enter or remain granted on the basis of Isle of Man, UK or Channel Islands Ancestry (paragraphs 186 to 193 of these Rules), or
- (v) has settled status in the Isle of Man within the meaning of the Immigration Act 1971, as amended by the Immigration and Asylum Act 1999, and the Nationality, Immigration and Asylum Act 2002, and
- (vi) is an Isle of Man worker within the meaning of the Control of Employment Act 2014 (of Tynwald)⁸

“**Specified Application Form**” An application made under this Appendix is Specified in accordance with Paragraph A34, of Part 1 of these Rules.

“**Specified Documents**” in relation to applications made under this Appendix are documents specified as mandatory within this Appendix, Appendix B, C or E of these Rules.

⁸ 2014 AT 11.

“Standard Occupational Classification (SOC) Code” means the common classification of occupational information drawn up by the Department for Enterprise based upon that for the United Kingdom developed by the Office of National Statistics.

“supplementary employment” means other employment which appears in Part 7 of this Appendix, or in the same profession and at the same professional level as that which the migrant is being employed to do, provided that:

- (a) the migrant remains working for the Employer in the employment that the Confirmation of Employment records that the migrant is being employed to do, and
- (b) the other employment does not exceed 20 hours per week and takes place outside of the hours when the migrant is contracted to work for the Employer in the employment the migrant is being sponsored to do.

"the same employer" includes working for a different Employer in circumstances which constitute a “relevant transfer” under arrangements approved by the Department for Enterprise for transferring business ownership, provided the worker’s duties remain unchanged.

A **“Worker (Intra Company Transfer) Migrant”** means a person granted or deemed to have been granted entry clearance, leave to enter or leave to remain under Part 3 of this Appendix.

A **“Worker Migrant”** means a person granted or deemed to have been granted entry clearance, leave to enter or leave to remain under Part 2 of this Appendix.

PART 1: GENERAL REQUIREMENTS OF APPENDIX W

1.1 Appropriate Salary

- (1) A salary will only be considered appropriate where the following requirements are met:
 - (a) the salary the migrant is to be paid must be;
 - (i) a minimum of £20,800 as set out in paragraph 1.1 of this Appendix, or
 - (ii) the appropriate rate for the employment as set out in Part 7 of this Appendix,whichever is the higher

- (b) 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 which would be paid to a Settled Worker in similar circumstances.
- (c) The following items will not be taken into account in reckoning the amount of the appropriate salary:
 - (i) any allowances other than those specified in (b) 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 British Islands,
 - (vi) any payments for which the applicant will need to reimburse the Employer or any linked overseas business,
 - (vii) employer pension contributions,
 - (viii) medical or dental benefits,
 - (ix) payment of any tuition fees, or
 - (x) the value of any shares which the applicant has obtained during their Isle of Man employment.
- (2) Salary must be paid to the Worker Migrant or Worker (Intra Company Transfer) Migrant and not to any third party or nominee on his behalf if that would reduce the amount of tax or National Insurance contributions payable in the Isle of Man.
- (3) Where the applicant is applying for Indefinite Leave to Remain under Part 2 or 3 of this Appendix, the applicant must provide the Specified Documents in paragraph 1.1.1 below as evidence of the salary above and reasons for the absences set out in the General Requirements for Indefinite Leave to Remain at paragraph 1.2 below.

1.1.1 Specified Documents under Paragraph 1.1

- (1) The Specified Documents referred to in paragraph 1.1(3) above to provide evidence that the Worker Migrant or Worker (Intra Company Transfer) Migrant will be or has been paid an appropriate salary are:
 - (a) a payslip; and
 - (b) one of the following:
 - (i) a personal bank statement;
 - (ii) a building society statement; or
 - (iii) a building society pass book.
- (2) The Specified Documents in (1) must comply with the following criteria:
 - (a) Payslips must be:
 - (i) the applicant's most recent payslip,
 - (ii) dated no earlier than one calendar month before the date of the application, and
 - (iii) either:
 - (1) an original payslip, or
 - (3) a copy of a payslip accompanied by a letter from the applicant's Employer, on headed paper and signed by a senior official, confirming the payslip is authentic.
 - (b) Personal bank or building society statements must:
 - (i) be the applicant's most recent statement,
 - (ii) be dated no earlier than one calendar month before the date of the application,
 - (iii) clearly show:
 - (1) the applicant's name,
 - (2) the applicant's account number,
 - (3) the date of the statement,
 - (4) the financial institution's name,
 - (5) the financial institution's logo, and

(6) transactions by the Employer covering the period no earlier than one calendar month before the date of the application, including receipt of the amount shown on the payslip provided under paragraph (a),

(iv) be either:

- (1) printed on the bank's or building society's letterhead,
- (2) electronic bank or building society statements, accompanied by a supporting letter from the bank or building society, on headed paper, confirming the statement provided is authentic, or
- (3) electronic bank or building society statements, bearing the official stamp of the bank or building society on every page,

and

(v) not be mini-statements from automatic teller machines (ATMs).

(c) Building society pass books must:

(i) clearly show:

- (1) the applicant's name,
- (2) the applicant's account number,
- (3) the financial institution's name,
- (4) the financial institution's logo, and
- (5) transactions by the Employer covering the period no earlier than one calendar month before the date of the application, including receipt of the amount shown on the specified payslip as at (a),

and

(ii) be either:

- (1) the original pass book, or
- (2) a photocopy of the pass book which has been certified by the issuing building society on headed paper, confirming the pass book provided is authentic.

- (3) A letter from the Employer detailing the purpose and period of absences in connection with the employment, including periods of annual leave. Where the absence was due to a serious or compelling reason, a personal letter from the applicant which includes full details of the reason for the absences and all original supporting documents in relation to those reasons – e.g. medical certificates, birth/death certificates, information about the reasons which led to the absence from the Isle of Man.
- (4) Where the applicant is not being paid the appropriate salary in paragraph 1.1 due to the applicant having a period of maternity, paternity, or adoption leave:
 - (a) Payslips must be:
 - (i) the applicant’s payslip from the month immediately preceding the leave,
 - (ii) the applicant’s payslips for each month of the period of the leave, and
 - (iii) comply with the criteria set out in (2)(a) above.
 - (b) Personal bank or building society statements must be:
 - (i) the applicant’s statement from the month immediately preceding the leave,
 - (ii) the applicant’s statements for each month of the period of the leave, and
 - (iii) comply with the criteria set out in (2)(b) above.

1.2 General Requirements for Indefinite Leave to Remain

- (1) For the purposes of references in this Appendix to general requirements for indefinite leave to remain:
 - (a) “continuous period of 5 years in the Isle of Man” means residence in the Isle of Man for an unbroken period with valid leave, and for these purposes a period shall not be considered to have been broken where:
 - (i) the applicant has been absent from the Isle of Man for a period of 180 days or less in any of the five consecutive 12 month periods preceding the date of the application for leave to remain, except that any absence from the Isle of Man for the purpose of assisting with the Ebola crisis which began in West Africa in 2014 shall not count towards the 180 days, if

- the applicant provides evidence that this was the purpose of the absence(s) and that his Employer agreed to the absence(s);
- (ii) the applicant has existing limited leave to enter or remain upon their departure and return except that where that leave expired no more than 28 days prior to a further application for entry clearance, that period and any period pending the determination of an application made within that 28 day period shall be disregarded; and
 - (iii) the applicant has any period of overstaying between periods of entry clearance, leave to enter or leave to remain of up to 28 days and any period of overstaying pending the determination of an application made within that 28 day period disregarded.
- (b) Except for periods when the applicant had leave as a Tier 1 (General) Migrant, a Tier 1 (Investor) Migrant, a Tier 1 (Entrepreneur) Migrant, a Tier 1 (Exceptional Talent) Migrant, or a highly skilled migrant, the applicant must have been employed in the Isle of Man continuously throughout the five years immediately preceding the making of an application for indefinite leave to remain—
- (i) under the terms of their Certificate of Sponsorship if they were a Tier 2 Migrant immediately before 6 April 2018; or
 - (ii) under the terms of their Confirmation of Employment if they had been given leave to enter or remain or were deemed to have been given leave to enter or remain since 6 April 2018;
 - (iii) under a work permit or in the employment for which they were given leave to enter or remain, disregarding any breaks in employment falling within the 60 days immediately prior to the application for indefinite leave to remain while they were employed as a Tier 2 Migrant , Worker Migrant , or Worker (Intra Company Transfer) Migrant.
- (c) Except for periods where the applicant had leave as a Tier 1(Investor) Migrant, a Tier 1(Entrepreneur) Migrant, a Tier 1 (Exceptional Talent) Migrant or a highly skilled migrant, any absences from the Isle of Man during the five years must have been for a purpose that is consistent with the applicant's basis of stay here, including paid annual leave, or for serious or compelling reasons.
- (d) Where the applicant is applying for indefinite leave to remain under Part 2 or 3 of this Appendix, the applicant must:

- (i) provide the Specified Documents in paragraph 1.1.1 as evidence of the appropriate salary; and
- (ii) if applicable, provide the Specified Documents in paragraph 1.1.1(3) which gives reasons for the absences set out in this paragraph 1.2.

1.3 Documents not submitted with Applications

- (1) Subject to sub-paragraph (2) and where otherwise indicated, where Part 2 or 3, or any appendices referred to in Part 2 or 3, 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.
- (2) If the applicant has submitted the Specified Documents and:
 - (a) 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;
 - (b) a document is in the wrong format (for example, if a letter is not on letterhead paper as specified);
 - (c) a document is a copy and not an original document; or
 - (d) 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 Specified 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 Business Days of the date on which the request is sent.
- (3) Documents will not be requested under sub-paragraph (2) where:
 - (a) a Specified Document has not been submitted (for example an English language certificate is missing); or
 - (b) the decision maker does not think that submission of the missing or correct Specified Documents will lead to a grant because the application will be refused for other reasons.
- (4) If the applicant has submitted a Specified Document:
 - (a) in the wrong format; or
 - (b) which is a copy and not an original document; or

- (c) which does not contain all of the specified information, but the missing information is verifiable from:
 - (i) other documents submitted with the application; or
 - (ii) the website of the organisation which issued the document; or
 - (iii) the website of the appropriate regulatory body;

the decision maker may request the correct document under sub-paragraph (2), 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.

PART 2: WORKER MIGRANT

These routes enable Isle of Man employers to recruit workers from outside the European Economic Area to fill a particular full time genuine vacancy that cannot be filled by a Settled Worker.

2.1 Worker Migrant – Entry Clearance

All migrants arriving in the Isle of Man and wishing to enter as a Worker Migrant must have a valid entry clearance for entry under this route. If they do not have a valid entry clearance, entry will be refused.

2.2 Worker Migrant - Requirements for Entry Clearance

To qualify for entry clearance as a Worker Migrant an applicant must meet the requirements listed below. If the applicant meets these requirements, entry clearance will be granted. If the applicant does not meet these requirements, the application will be refused.

- (1) The requirements are that:
 - (a) the applicant must not fall for refusal under the general grounds for refusal under Part 9 of these Rules.
 - (b) the applicant must submit a valid Confirmation of Employment in accordance Part 6 of this Appendix with his application.
 - (c) the Employment recorded on the Confirmation of Employment must be an Eligible Employment as set out in Part 7 of this Appendix.
 - (d) The applicant must meet the English Language requirements set out in Appendix B of these Rules.
 - (e) The applicant must meet the Level of Maintenance Funds requirements set out in Appendix C of these Rules.

- (f) The applicant must meet the appropriate salary requirements at Part 1.1 of this Appendix.
- (g) The applicant must be able to maintain and accommodate himself or herself and any dependants adequately without recourse to public funds.
- (h) Where the application is made at the same time as applications by the partner or child of the applicant (such that the applicant is a Worker Migrant or a Worker (Intra Company Transfer) Migrant for the purposes of paragraph 319AA), each applicant must have the total requisite funds specified in the relevant parts of Appendices C and E. If each applicant does not individually meet the requirements of those Appendices, as appropriate, all the applications will be refused.
- (i) The applicant must only take employment as specified in the applicant's Confirmation of Employment, and in accordance with paragraph 2.2.1(4)(c) of this Appendix.
- (j) The applicant must not be employed by an independent third party which is not the Employer. Worker Migrants are not permitted to be self-employed or be in any arrangement akin to self-employment. For this reason the Worker Migrant must not:
 - (i) have the final say in the running of the Employer's business
 - (ii) invest their own money in the Employer's business or act as surety or guarantor for the business,
 - (iii) responsible for covering the losses of the business,
 - (iv) provide the major items of equipment needed to do his or her employment, although the Worker Migrant may provide small personal tools required for that purpose; ,
 - (v) be free to hire other people on terms of the applicant's own choice, to do the work for which he or she has himself been employed ,
 - (vi) pay himself, herself or another employee from the applicant's personal funds,
 - (vii) be obliged to correct unsatisfactory work in his or her own time or expense, or
 - (viii) be expected to pay his or her own tax and National Insurance.
- (ix) The above restrictions will be construed widely and any arrangement with the Employer's business or any related business, structure or entity which amounts to self-

employment will not be permitted. The Employer will at all times be required to pay tax and National Insurance on the salary of the Worker Migrant and payment of the Worker Migrant by repayment of shareholder loans or similar arrangements is not permitted.

Paragraph (j) does not apply to SOC Codes, 2413 – Solicitors, or 2211 – Medical practitioners.

- (k) The applicant must be at least 16 years old.
- (l) Where the applicant is under 18 years of age, the application must be supported by the applicant's parents or legal guardian, or by one parent if that parent has sole legal responsibility for the child. The applicant's parents or legal guardian, or one parent if that parent has sole responsibility for the child, must confirm that they consent to the arrangements for the applicant's travel to, and reception and care in, the Isle of Man.
- (m) Where the applicant is 18 years of age or older and the employment that the Confirmation of Employment records that they are being employed to do is in one of the Standard Occupational Classification (SOC) codes listed below, the applicant must provide either an original or scanned copy of a criminal record certificate from the relevant authority in all countries in which they have been resident for 12 months or more (whether continuously or in total) during 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.

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
2311 – Higher Education teaching professionals
2312 - Further education teaching professionals
2314 - Secondary education teaching professionals
2315 - Primary and nursery education teaching professionals
2442 - Social workers
2449 - Welfare professionals not elsewhere classified
3213 – Paramedics
3218 – Medical and Dental Technicians
3219 – Health Associate Professionals
3563 – Vocational and industrial trainers and instructors
6141 – Nursing Auxiliaries and Assistants

- (n) If the applicant has failed to provide a criminal record certificate or an explanation in accordance with sub-paragraph 2.2(1)(m), 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 written explanation must be received at the address specified in the request within 28 Business Days of the date the request was sent.
- (o) The applicant must intend to leave the Isle of Man at the end of the length of period of engagement set out in his Confirmation of Employment unless the requirements of paragraph 2.3 are met.
- (p) The Lieutenant Governor must be satisfied that the applicant:
 - (i) genuinely intends to undertake, and is capable of undertaking, the employment as stated in the Confirmation of Employment; and

- (ii) will not undertake employment in the Isle of Man other than under the terms of paragraph 2.2.1.
- (q) To support the assessment in paragraph 2.2(1)(p) the Lieutenant Governor may:
 - (i) request additional information and evidence, and refuse the application if the information or evidence is not provided. Any requested documents must be received by the Isle of Man Immigration Office at the address specified in the request within 28 Business Days of the date the request is sent, and
 - (ii) request the applicant attends an interview, and refuse the application if the applicant fails to comply with any such request without providing a reasonable explanation.
- (r) The applicant will not have met the requirements of paragraph 2.2(1)(p) if the Lieutenant Governor is not satisfied following the interview and an assessment of any additional evidence and information (if any) in paragraph 2.2(1)(q).
- (s) The Lieutenant Governor may decide not to carry out the assessment in paragraph 2.2(1)(q) if the application already falls for refusal on other grounds, but reserves the right to carry out this assessment in any reconsideration of the decision.
- (t) If the applicant is not yet appropriately qualified or registered to undertake the employment in question, the applicant must provide evidence with the application showing that he or she can reasonably be expected to obtain the appropriate qualifications or registrations by the time he or she begins the employment, for example, a letter from the relevant body providing written confirmation that the applicant has registered to sit the relevant examinations.
- (u) Entry clearance will not be granted where the Lieutenant Governor or an Immigration Officer has reasonable grounds to believe, notwithstanding that the applicant has provided a Confirmation of Employment,
 - (i) that the migrant is not appropriately qualified or registered to undertake the employment in question (or will not be by the time they begin the employment),
 - (ii) the requirements of the employment as stated in any advertisement for the employment are inappropriate and

have been tailored to exclude Isle of Man workers or other Settled Workers from being recruited, or

- (iii) that the applicant is using an Employer, structure, a third party or other means to circumvent the rule against self-employment by Worker Migrants or Worker (Intra Company Transfer) Migrants.
- (v) To support the assessment in any of paragraphs (u), if the applicant is not yet appropriately qualified or registered to do the employment in question, he must provide evidence with his application showing that he can reasonably be expected to obtain the appropriate qualifications or registrations by the time he begins the employment, for example, a letter from the relevant body providing written confirmation that the applicant has registered to sit the relevant examinations.

2.2.1 Worker Migrants – Period and Conditions of Grant

- (1) Applicants who meet the requirements for entry clearance under paragraph 2.2 of this Appendix shall be granted entry clearance as a Worker Migrant.
- (2) Entry clearance will be granted with effect from:
 - (a) 14 days before the start date of the applicant's employment in the Isle of Man, as recorded by the Confirmation of Employment,
 - (b) 7 days before the intended date of travel recorded by the applicant through the relevant Home Office application , providing this is not more than 14 days after the start date of the applicant's employment in the Isle of Man, as recorded by the Confirmation of Employment, or
 - (c) the date entry clearance is granted,whichever is the latest.
- (3) Entry clearance will be granted for a period ending:
 - (a) 14 days after the end date of the applicant's employment in the Isle of Man, as recorded on the Confirmation of Employment, or
 - (b) at the end of the maximum time of 3 years and 1 month,whichever is the earlier, from the date entry clearance was granted.
- (4) Entry clearance will be subject to the following conditions:
 - (a) no recourse to public funds,

- (b) registration with the police, if this is required by paragraph 326 of these Rules, and
- (c) no employment except:
 - (i) working for the Employer in the full time employment recorded on the Confirmation of Employment,
 - (ii) subject to any notification of a change to the details of that Employment, other than prohibited changes as defined in Part 5 of this Appendix,
 - (iii) supplementary employment, and
 - (iv) voluntary work.

2.3 Worker Migrants - Requirements for Leave to Remain

To qualify for leave to remain as a Worker Migrant an applicant must meet the requirements listed below. If the applicant meets these requirements, entry clearance will be granted. If the applicant does not meet these requirements, the application will be refused.

- (1) The applicant must not fall for refusal under the general grounds for refusal under Part 9 of these Rules, and must not be an illegal entrant.
- (2) The applicant must provide a valid Confirmation of Employment in accordance with Part 6 of this Appendix with the application.
- (3) The applicant must meet the English Language requirements of Appendix B of these Rules.
- (4) The applicant must meet the required level of funds set out in Appendix C of these Rules.
- (5) The applicant must meet the appropriate salary requirements at paragraph 1.1 of this Appendix.
- (6) The applicant must demonstrate they have been paid the appropriate rate for their Employment. The applicant must provide the Specified Documents at paragraph 2.3.1. of this Appendix
- (7) Where any changes to the applicant's employment have been made since the grant of entry clearance, the applicant must be in possession of a further Confirmation of Employment which expressly permits that employment in accordance with paragraph 5.1 of this Appendix. The further Confirmation of Employment must be submitted with the application.

- (8) The applicant must be able to maintain and accommodate himself or herself and any dependants adequately without recourse to public funds.
- (9) Where the application is made at the same time as applications by the partner or child of the applicant (such that the applicant is a Worker Migrant or a Worker (Intra Company Transfer) Migrant for the purposes of paragraph 319AA), each applicant must have the total requisite funds specified in the relevant parts of Appendices C and E. If each applicant does not individually meet the requirements of Appendices C and/or E, as appropriate, all the applications will be refused.
- (10) The applicant must:
- (a) have, or have last been granted, entry clearance, leave to enter or leave to remain in the Isle of Man as:
 - (i) a Worker Migrant,
 - (ii) a Worker (Intra Company Transfer) Migrant,
 - (iii) a Tier 1 Migrant,
 - (iv) a Tier 2 Migrant,
 - (v) a Tier 2 (Intra Company Transfer) Migrant
 - (vi) a Representative of an Overseas Business,
 - (vii) a Tier 5 (Temporary Worker) Migrant,
 - (viii) the partner of a Tier 4 Migrant, or
 - (b) 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, the applicant must:
 - (i) have studied at an institution which holds a Tier 4 Sponsor Licence and at that institution completed and passed during the last grant of leave, (or a period of continuous leave which includes the last grant of leave):
 - i. a UK recognised bachelor's or master's degree (not a qualification of equivalent level which is not a degree),
 - ii. a UK Postgraduate Certificate in Education or Professional Graduate Diploma of Education (not a qualification of equivalent level),
 - iii. or the applicant must have completed a minimum of 12 months study in the Isle of Man towards a UK PhD. The applicant must have undertaken the study

at the institution which is the Tier 4 sponsor, and not through supplementary study

- (ii) If the applicant undertook the study for the qualification specified in (b)(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.
 - (c) Where (b) applies, the applicant must provide an original degree certificate, academic transcript or an academic reference on
 - (d) headed paper of the institution, which clearly shows:
 - (i) the applicant's name,
 - (ii) the course title/award,
 - (iii) the course duration (except in the case of a degree certificate), and
 - (iv) unless the course is a PhD course, the date of course completion and pass (or the date of award in the case of a degree certificate).
- (11) An applicant who immediately prior to 6 April 2018 had or had last been granted leave as a Tier 2 (Intra-Company Transfer) Migrant must:
- (a) have previously had leave as a Tier 2 (Intra-Company Transfer) Migrant, or in the Established Staff sub-category of Tier 2 (Intra-Company Transfer) Migrant under the Rules in place before 6 June 2011, and
 - (b) must not have been granted entry clearance in this or any other route since the grant of leave referred to in (a) above.
- (12) The applicant must not intend to take employment except as specified in the applicant's Confirmation of Employment, and in accordance with paragraph 2.3.2(4)(c) of this Appendix.
- (13) The applicant must not be self-employed.
- (14) The applicant must not be in the Isle of Man in breach of immigration laws except that any period of overstaying for a period of 28 days or less will be disregarded.
- (15) The applicant must be at least 16 years old.
- (16) Where the applicant is under 18 years of age, the application must be supported by the applicant's parents or legal guardian, or by just one parent if that parent has sole legal responsibility for the child.

- (17) Where the applicant is under 18 years of age, the applicant's parents or legal guardian, or just one parent if that parent has sole legal responsibility for the child, must confirm that they consent to the arrangements for the applicant's care in the Isle of Man.
- (18) The applicant must not be in the Isle of Man in breach of immigration laws except that any period of overstaying for a period of 28 days or less will be disregarded.
- (19) The Lieutenant Governor must be satisfied that the applicant:
 - (a) genuinely intends to undertake, and is capable of undertaking, the employment recorded by the Confirmation of Employment; and
 - (b) will not undertake employment in the Isle of Man other than under the terms of paragraph 2.3.2(4)(c).
- (20) To support the assessment in paragraph 2.3(19) the Lieutenant Governor may:
 - (a) request additional information and evidence, and refuse the application if the information or evidence is not provided. Any requested documents must be received by the Isle of Man Immigration Office at the address specified in the request within 28 calendar days of the date the request is sent, and
 - (b) request the applicant attends an interview, and refuse the application if the applicant fails to comply with any such request without providing a reasonable explanation.
- (21) If the Lieutenant Governor is not satisfied following the assessment in paragraph 2.3(19) leave to remain will not be granted.
- (22) The Lieutenant Governor may decide not to carry out the assessment in paragraph 2.3(20) if the application already falls for refusal on other grounds, but reserves the right to carry out this assessment in any reconsideration of the decision.
- (23) The applicant must not be employed by an independent third party which is not the Employer. Worker Migrants are not permitted to be self-employed or be in any arrangement akin to self-employment. For this reason the Worker Migrant must not:
 - (i) have the final say in the running of the Employer's business
 - (ii) invest their own money in the Employer's business or act as surety or guarantor for the business,
 - (iii) responsible for covering the losses of the business,

- (iv) provide the major items of equipment needed to do his or her employment, although the Worker Migrant may provide small personal tools required for that purpose; ,
- (v) be free to hire other people on terms of the applicant's own choice, to do the work for which he or she has himself been employed ,
- (vi) pay himself, herself or another employee from the applicant's personal funds,
- (vii) be obliged to correct unsatisfactory work in his or her own time or expense, or
- (viii) be expected to pay his or her own tax and National Insurance.
- (ix) The above restrictions will be construed widely and any arrangement with the Employer's business or any related business, structure or entity which amounts to self-employment will not be permitted. The Employer will at all times be required to pay tax and National Insurance on the salary of the Worker Migrant and payment of the Worker Migrant by repayment of shareholder loans or similar arrangements is not permitted.

Paragraph (23) does not apply to SOC Codes, 2413 – Solicitors, or 2211 – Medical practitioners.

- (24) Leave to remain will not be granted where the Lieutenant Governor or an Immigration Officer has reasonable grounds to believe, notwithstanding that the applicant has provided a Confirmation of Employment,
 - (i) that the migrant is not appropriately qualified or registered to undertake the employment in question (or will not be by the time they begin the employment),
 - (ii) the requirements of the employment as stated in any advertisement for the employment are inappropriate and have been tailored to exclude Isle of Man workers or other Settled Workers from being recruited, or
 - (iii) that the applicant is using an Employer, structure, a third party or other means to circumvent the rule against self-employment by Worker Migrants or Worker (Intra Company Transfer) Migrants.
- (25) To support the assessment in any of paragraph 2.3(24), if the applicant is not yet appropriately qualified or registered to do the employment in question, he must provide evidence with his application showing that he can reasonably be expected to obtain the appropriate qualifications or registrations by the time he begins the employment, for example, a letter

from the relevant body providing written confirmation that the applicant has registered to sit the relevant examinations.

2.3.1 Specified Documents under paragraph 2.3

- (1) The Specified Documents required by paragraph 2.3(6) are set out below:
 - (a) annual self-assessment tax return(s) to Isle of Man Treasury (a copy or print-out) for the last full financial year, immediately preceding the date of application;
 - (b) a payslip; and
 - (c) Personal bank statement, building society statement(s), or a building society pass book, for the same 12-month period as the tax return(s) in (a) showing that the income from the Employment, for which the previous Confirmation of Employment was issued, has been paid into an account in the name of the person, or in the name of the person and their partner jointly, for the last full financial year, immediately preceding the date of application
 - (d) The Specified Documents in (b) and (c) above must comply with the following criteria:
 - (i) Payslips must be:
 - i. the applicant's most recent payslip,
 - ii. dated no earlier than one calendar month before the date of the application, and
 - iii. either:
 - a. an original payslip, or
 - b. a copy of a payslip accompanied by a letter from the applicant's Employer, on headed paper and signed by a senior official, confirming the payslip is authentic.
 - (ii) Personal bank or building society statements must:
 - i. be the applicant's most recent statement,
 - ii. be dated no earlier than one calendar month before the date of the application,
 - iii. clearly show:
 - a. the applicant's name,
 - b. the applicant's account number,

- c. the date of the statement,
- d. the financial institution's name,
- e. the financial institution's logo, and
- f. transactions by the Employer covering the period no earlier than one calendar month before the date of the application, including receipt of the amount shown on the payslip provided under paragraph (b),

iv. be either:

- a. printed on the bank's or building society's letterhead,
- b. electronic bank or building society statements, accompanied by a supporting letter from the bank or building society, on headed paper, confirming the statement provided is authentic, or
- c. electronic bank or building society statements, bearing the official stamp of the bank or building society on every page,

and

v. not be mini-statements from automatic teller machines (ATMs).

(iii) Building society pass books must:

- i. clearly show:
- ii. the applicant's name,
- iii. the applicant's account number,
- iv. the financial institution's name,
- v. the financial institution's logo, and
- vi. transactions by the Employer covering the period no earlier than one calendar month before the date of the application, including receipt of the amount shown on the specified payslip as at (b),

and

vii. be either:

- a. the original pass book, or

- b. a photocopy of the pass book which has been certified by the issuing building society on headed paper, confirming the pass book provided is authentic.

2.3.2 Worker Migrants – Period and Conditions of Grant

- (1) Leave to remain will be granted for whichever of the following is the shortest:
 - (a) the length of the period of engagement plus 14 days,
 - (b) 5 years, or
 - (c) except where (2) applies, the difference between the continuous period of leave that the applicant has already been granted (notwithstanding any breaks between periods of leave of up to 28 days) as a Worker Migrant (other than as a Worker (Intra-Company Transfer) Migrant), and 6 years. If the calculation of period of leave comes to zero or a negative number, leave to remain will be refused.
- (2) The 6 year restriction set out in (1)(c) will not apply if the applicant:
 - (a) previously had leave under the Rules in place before 6 June 2011 as:
 - (i) a Tier 2 (General) Migrant,
 - (ii) a Tier 2 (Minister of Religion) Migrant,
 - (iii) a Tier 2 (Sportsperson) Migrant,
 - (iv) a Jewish Agency Employee,
 - (v) a Member of the Operational Ground Staff of an Overseas-owned Airline,
 - (vi) a Minister of Religion, Missionary or Member of a Religious Order,
 - (vii) a Work Permit Holder, or
 - (viii) a Representative of an Overseas Newspaper, News Agency or Broadcasting Organisation, and
 - (b) has not been granted entry clearance as a Tier 2 (General) Migrant, Tier 2 (Minister of Religion) Migrant or Tier 2 (Sportsperson) Migrant under the Rules in place from 6 June 2011, and
 - (c) has not been granted entry clearance, leave to enter or leave to remain in any other category since the grant of leave referred to in (a) above.

- (3) In addition to the period in (1), leave to remain will be granted for the period between the date that the application is decided and the date that the Confirmation of Employment records as the start date of employment in the Isle of Man, provided this is not a negative value.
- (4) Leave to remain will be granted subject to the following conditions:
 - (a) no recourse to public funds,
 - (b) registration with the police, if this is required by paragraph 326 of these Rules,
 - (c) no employment except:
 - (i) working for the employer in the Employment that the Confirmation of Employment records that the migrant is being sponsored to do subject to any notification of a change to the details of that Employment, other than prohibited changes as defined in Part 6 of this Appendix,
 - (ii) supplementary employment,
 - (iii) voluntary work,
 - (iv) until the start date of the period of engagement, any employment which the applicant was lawfully engaged in on the date of his application, and
 - (d) study subject to the condition set out in Part 15 of these Rules where the applicant is 18 years of age or over at the time their leave is granted, or will be aged 18 before their period of limited leave expires.
- (5) Applicants who meet the requirements for leave to remain under paragraphs 2.3 of this Appendix shall be granted leave to remain as a Worker Migrant.

2.4 Worker Migrants – Requirements for Indefinite Leave to Remain

To qualify for indefinite leave to remain as a Worker Migrant, an applicant must meet the requirements listed below in addition to the general requirements for indefinite leave to remain set out in paragraph 1.2. If the applicant meets these requirements, indefinite leave to remain will be granted. If the applicant does not meet these requirements, the application will be refused

Requirements

- (1) The applicant must not fall for refusal under the general grounds for refusal under Part 9 of these Rules, and must not be an illegal entrant.

- (2) The applicant must have spent a continuous period of 5 years lawfully in the Isle of Man, of which the most recent period must have been spent with leave as a Worker Migrant, in any combination of the following categories:
 - (a) as a Worker Migrant,
 - (b) as a Tier 1 Migrant, other than a Tier 1 (Post Study Work) Migrant or a Tier 1 (Graduate Entrepreneur) Migrant,
 - (c) as a Tier 2 (General) Migrant, a Tier 2 (Minister of Religion) Migrant or a Tier 2 (Sportsperson) Migrant,
 - (d) as a Tier 2 (Intra-Company Transfer) Migrant, provided the continuous period of 5 years spent lawfully in the Isle of Man includes a period of leave as:
 - (i) a Tier 2 (Intra-Company Transfer) Migrant granted under the Rules in place before 26 July 2010, or
 - (ii) a Work Permit Holder, provided that the work permit was granted because the applicant was the subject of an Intra-Company Transfer,
 - (e) as a Representative of an Overseas Business,
 - (f) as a Highly Skilled Migrant, or
 - (g) as a Work Permit Holder.
- (3) The employer must certify in writing:
 - (a) that the employer still requires the applicant for the employment in question for the foreseeable future,
 - (b) the gross annual salary paid by the Employer, and that this salary will be paid for the foreseeable future,
 - (c) if the applicant is currently on maternity, paternity, or adoption leave, the date that leave started, confirmation of what the applicant's salary was immediately before the leave, and what it will be on the applicant's return, and
 - (d) if the applicant is paid hourly, the number of hours per week the salary in (b) or (c) is based on,
- (4) The pay in (3)(b) or (c) above must comply with the Appropriate Salary Requirements at paragraph 1.1 of this Appendix and:
 - (a) be basic pay (excluding overtime);

- (b) only include allowances where they are part of the guaranteed salary package and would be paid to a local settled worker in similar circumstances;
 - (c) not include other allowances and benefits, such as bonus or incentive pay, employer pension contributions, travel and subsistence (including travel to and from the applicant's home country); and
 - (d) be at least equal to the appropriate rate for the Employment as stated in Part 7 of this Appendix.
- (5) The applicant must have sufficient knowledge of the English Language and sufficient knowledge about the life in the United Kingdom and Isle of Man, in accordance with Appendix KOLL of these Rules.
 - (6) The applicant must not be in the Isle of Man in breach of immigration laws except that any period of overstaying for a period of 28 days or less will be disregarded.
 - (7) The applicant must demonstrate they have been paid the appropriate rate for their Employment. The applicant must provide the Specified Documents at paragraph 2.4.1. of this Appendix
 - (8) Where any changes to the applicant's employment have been made since the grant of entry clearance, the applicant must be in possession of a further Confirmation of Employment which expressly permits that employment in accordance with paragraph 5.1 of this Appendix. The further Confirmation of Employment must be submitted with the application.
 - (9) For the purposes of paragraph (2) above, time spent with valid leave in the Bailiwick of Guernsey, the Bailiwick of Jersey or the United Kingdom in a category equivalent to any of the categories set out in paragraph 2.4(2) may be included in the continuous period of 5 years' lawful residence, provided that:
 - (a) any such leave as a Work Permit Holder or as a Tier 2 Migrant was for employment, and
 - (b) the most recent period of leave was granted in the Isle of Man as a Worker Migrant. In any such case, references to the "Isle of Man" in paragraph 1.2 of this Appendix shall include a reference to the Bailiwick of Guernsey, Bailiwick of Jersey or the United Kingdom, as the case may be.

2.4.1 Specified Documents under paragraph 2.4

- (1) The Specified Documents required by paragraph 2.4(7) are out below:

- (a) annual self-assessment tax return(s) to Isle of Man Treasury (a copy or print-out) for the last full financial year, immediately preceding the date of application;
- (b) a payslip; and
- (c) Personal bank statement, building society statement(s), or a building society pass book, for the same 12-month period as the tax return(s) in (a) showing that the income from the Employment, for which the previous Confirmation of Employment was issued, has been paid into an account in the name of the person, or in the name of the person and their partner jointly, for the last full financial year, immediately preceding the date of application.
- (d) The Specified Documents in (b) and (c) above must comply with the following criteria:
 - (i) Payslips must be:
 - i. the applicant's most recent payslip,
 - ii. dated no earlier than one calendar month before the date of the application, and
 - iii. either:
 - a. an original payslip, or
 - b. a copy of a payslip accompanied by a letter from the applicant's Employer, on headed paper and signed by a senior official, confirming the payslip is authentic.
 - (ii) Personal bank or building society statements must:
 - i. be the applicant's most recent statement,
 - ii. be dated no earlier than one calendar month before the date of the application,
 - iii. clearly show:
 - a. the applicant's name,
 - b. the applicant's account number,
 - c. the date of the statement,
 - d. the financial institution's name,
 - e. the financial institution's logo, and
 - f. transactions by the Employer covering the period no earlier than one calendar month before the date of the application, including receipt of the amount

shown on the payslip provided under paragraph (b),

and be either:

- d. printed on the bank's or building society's letterhead,
- e. electronic bank or building society statements, accompanied by a supporting letter from the bank or building society, on headed paper, confirming the statement provided is authentic, or
- f. electronic bank or building society statements, bearing the official stamp of the bank or building society on every page,

and

- iv. not be mini-statements from automatic teller machines (ATMs).

(iii) Building society pass books must:

- viii. clearly show:
 - ix. the applicant's name,
 - x. the applicant's account number,
 - xi. the financial institution's name,
 - xii. the financial institution's logo, and
- xiii. transactions by the Employer covering the period no earlier than one calendar month before the date of the application, including receipt of the amount shown on the specified payslip as at (b),

and

- xiv. be either:
 - c. the original pass book, or
 - d. a photocopy of the pass book which has been certified by the issuing building society on headed paper, confirming the pass book provided is authentic.

PART 3: WORKER (INTRA COMPANY TRANSFER) MIGRANTS

This route enables multinational employers to transfer their existing employees from outside the European Economic Area (EEA) to their Isle of

Man branch for training purposes or to fill a specific vacancy that cannot be filled by a suitable Isle of Man, British or EEA worker.

3.1 Worker (ICT) Migrants - Entry Clearance

To qualify for entry clearance as a Worker (Intra-Company Transfer) Migrant, an applicant must meet the requirements listed below. If the applicant meets these requirements, entry clearance will be granted. If the applicant does not meet these requirements, the application will be refused.

3.2 Worker (ICT) Migrants - Requirements for Entry Clearance

- (1) The applicant must not fall for refusal under the general grounds for refusal under Part 9 of these Rules.
- (2) The applicant must provide with the application a valid Confirmation of Employment in accordance with Part 6 of this Appendix.
- (3) Except where the period of engagement recorded by the Confirmation of Employment used in support of such entry clearance or leave to remain was granted for a period of three months or less, the applicant must not have had entry clearance or leave to remain as a Tier 2 Migrant, Worker Migrant or Worker (Intra Company Transfer) Migrant, in the Isle of Man or United Kingdom at any time during the 12 months immediately before the date of the application, unless paragraph (4) below applies.
- (4) Paragraph (3) above does not apply to an applicant who:
 - (a) was not in the Isle of Man or United Kingdom with leave as a Tier 2 Migrant, Worker Migrant or Worker (Intra Company Transfer) Migrant at any time during the above 12-month period, and provides evidence to show this; or
 - (b) last had entry clearance or leave to remain as a Tier 2 (Intra-Company Transfer) Migrant in the Short Term staff, Graduate Trainee or Skills Transfer sub-categories, or under the Rules in place before 6 April 2011;
- (5) The applicant must meet the required Level of Funds set out in Appendix C of these Rules.
- (6) The applicant must meet the Appropriate Salary requirements at paragraph 1.1 of this Appendix.
- (7) The applicant must be able to maintain and accommodate themselves and any dependants adequately without recourse to public funds.
- (8) The applicant must not have had entry clearance or leave to remain in the Isle of Man, Bailiwick of Guernsey, the Bailiwick of Jersey or the United Kingdom as a Tier 2 Migrant, Worker Migrant, or in work permit

employment at any time during the 12 months immediately before the date of application.

- (9) The applicant must be at least 16 years old.
- (10) Where the applicant is under 18 years of age, the application must be supported by the applicant's parents or legal guardian, or by one parent if that parent has sole legal responsibility for the child.
- (11) Where the applicant is under 18 years of age, the applicant's parents or legal guardian, or just one parent if that parent has sole responsibility for the child, must confirm that they consent to the arrangements for the applicant's travel to, and reception and care in, the Isle of Man.
- (12) Where the application is made at the same time as applications by the partner or child of the applicant (such that the applicant is a Worker Migrant for the purposes of paragraph 319AA), each applicant must have the total requisite funds specified in the relevant parts of Appendices C and E. If each applicant does not individually meet the requirements of Appendices C and/or E, as appropriate, all the applications will be refused.
- (13) The applicant must not intend to take employment except as specified in the applicant's Confirmation of Employment, and in accordance with paragraph 3.2.1(3)(c) of this Appendix.
- (14) The applicant must not be employed by an independent third party which is not the Employer. Worker Migrants are not permitted to be self-employed or be in any arrangement akin to self-employment. For this reason the Worker Migrant must not:
 - (a) have the final say in the running of the Employer's business
 - (b) invest their own money in the Employer's business or act as surety or guarantor for the business,
 - (c) responsible for covering the losses of the business,
 - (d) provide the major items of equipment needed to do his or her employment, although the Worker Migrant may provide small personal tools required for that purpose; ,
 - (e) be free to hire other people on terms of the applicant's own choice, to do the work for which he or she has himself been employed ,
 - (f) pay himself, herself or another employee from the applicant's personal funds,
 - (g) be obliged to correct unsatisfactory work in his or her own time or expense, or

- (h) be expected to pay his or her own tax and National Insurance.
- (i) The above restrictions will be construed widely and any arrangement with the Employer's business or any related business, structure or entity which amounts to self-employment will not be permitted. The Employer will at all times be required to pay tax and National Insurance on the salary of the Worker Migrant and payment of the Worker Migrant by repayment of shareholder loans or similar arrangements is not permitted.

Paragraph (14) does not apply to SOC Codes, 2413 – Solicitors, or 2211 – Medical practitioners.

- (15) Entry clearance will not be granted where the Lieutenant Governor or an Immigration Officer has reasonable grounds to believe, notwithstanding that the applicant has provided a Confirmation of Employment,
 - (i) that the migrant is not appropriately qualified or registered to undertake the employment in question (or will not be by the time they begin the employment),
 - (ii) the requirements of the employment as stated in any advertisement for the employment are inappropriate and have been tailored to exclude Isle of Man workers or other Settled Workers from being recruited, or
 - (iii) that the applicant is using an Employer, structure, a third party or other means to circumvent the rule against self-employment by Worker Migrants or Worker (Intra Company Transfer) Migrants.
- (16) To support the assessment in any of paragraphs (15), if the applicant is not yet appropriately qualified or registered to do the employment in question, he must provide evidence with his application showing that he can reasonably be expected to obtain the appropriate qualifications or registrations by the time he begins the employment, for example, a letter from the relevant body providing written confirmation that the applicant has registered to sit the relevant examinations.

3.2.1 Worker (ICT) Migrants –Period and Conditions of Grant

- (1) Entry clearance will be granted with effect from:
 - (a) 14 days before the start date of the applicant's employment in the Isle of Man, as recorded by the Confirmation of Employment,
 - (b) 7 days before the intended date of travel recorded by the applicant either through the relevant Home Office application , providing this is not more than 14 days after the start date of the applicant's

employment in the Isle of Man, as recorded by the Confirmation of Employment, or

- (c) the date entry clearance is granted, whichever is the latest.
- (2) Entry clearance will be granted for a period ending:
- (a) 14 days after the end date of the applicant's employment in the Isle of Man, as recorded by the Confirmation of Employment, or
 - (b) at the end of the maximum time available of 3 years and 1 month, from the date entry clearance was granted,
- whichever is the earlier.
- (3) Entry clearance will be subject to the following conditions:
- (a) no recourse to public funds,
 - (b) registration with the police, if this is required by paragraph 326,
 - (c) no employment except:
 - (i) working for the Employer in the employment that the Confirmation of Employment records that the migrant is being Employed to do, subject to any notification of a change to the details of that employment, other than prohibited changes as defined in paragraph Part 5 of this Appendix.
 - (ii) supplementary employment, and
 - (iii) voluntary work, and
- (4) study subject to the condition set out in Part 15 of these Rules where the applicant is 18 years of age or over at the time their leave is granted, or will be aged 18 before their period of limited leave expires.

3.3 Worker (ICT) Migrants - Requirements for Leave to Remain

To qualify for leave to remain as a Worker (Intra-Company Transfer) Migrant under this rule, an applicant must meet the requirements listed below. If the applicant meets these requirements, leave to remain will be granted. If the applicant does not meet these requirements, the application will be refused.

- (1) The applicant must not fall for refusal under the general grounds for refusal under Part 9 of these Rules, and must not be an illegal entrant.
- (2) The applicant must provide a valid Confirmation of Employment in accordance with Part 6 of this Appendix with the application.
- (3) the applicant must have, or have last been granted, entry clearance, leave to enter or leave to remain as a Worker (Intra Company Transfer)

Migrant and the applicant must still be working for the same Employer as he was at the time of that earlier grant of leave.

- (4) The applicant must demonstrate they have been paid the appropriate rate for their Employment. The applicant must provide the Specified Documents at paragraph 3.3.1. of this Appendix.
- (5) If the applicant was last granted entry clearance, leave to enter or leave to remain as a Tier 2 (Intra Company Transfer) Migrant in the Long Term Staff sub-category the applicant must:
 - (a) have last been granted, entry clearance, leave to enter or leave to remain as either:
 - (i) a Tier 2 (Intra-Company Transfer) Migrant in the Long Term Staff sub-category, or
 - (ii) as a Representative of an Overseas Business,and
 - (iii) the applicant must be applying for leave to remain to work in the same occupation for the same Employer as in the application which led to his or her previous grant of leave
- (6) The applicant must meet the required level of maintenance funds set out in Appendix C of these Rules.
- (7) The applicant must meet the appropriate salary requirements at paragraph 1.1 of this Appendix.
- (8) The applicant must be able to maintain and accommodate himself or herself and any dependants adequately without recourse to public funds.
- (9) The applicant must be at least 16 years old.
- (10) Where the applicant is under 18 years of age, the application must be supported by the applicant's parents or legal guardian, or by one parent if that parent has sole legal responsibility for the child.
- (11) Where the applicant is under 18 years of age, the applicant's parents or legal guardian, or one parent if that parent has sole legal responsibility for the child, must confirm that they consent to the arrangements for the applicant's care in the Isle of Man.
- (12) The applicant must not be in the Isle of Man in breach of immigration laws except that any period of overstaying for a period of 28 days or less will be disregarded.
- (13) The applicant must not be employed by an independent third party which is not the Employer. Worker Migrants are not permitted to be

self-employed or be in any arrangement akin to self-employment. For this reason the Worker Migrant must not:

- (a) have the final say in the running of the Employer's business
- (b) invest their own money in the Employer's business or act as surety or guarantor for the business,
- (c) responsible for covering the losses of the business,
- (d) provide the major items of equipment needed to do his or her employment, although the Worker Migrant may provide small personal tools required for that purpose; ,
- (e) be free to hire other people on terms of the applicant's own choice, to do the work for which he or she has himself been employed ,
- (f) pay himself, herself or another employee from the applicant's personal funds,
- (g) be obliged to correct unsatisfactory work in his or her own time or expense, or
- (h) be expected to pay his or her own tax and National Insurance.
- (i) The above restrictions will be construed widely and any arrangement with the Employer's business or any related business, structure or entity which amounts to self-employment will not be permitted. The Employer will at all times be required to pay tax and National Insurance on the salary of the Worker Migrant and payment of the Worker Migrant by repayment of shareholder loans or similar arrangements is not permitted.

Paragraph (13) does not apply to SOC Codes, 2413 – Solicitors, or 2211 – Medical practitioners.

- (14) Leave to remain will not be granted where the Lieutenant Governor or an Immigration Officer has reasonable grounds to believe, notwithstanding that the applicant has provided a Confirmation of Employment,
 - (i) that the migrant is not appropriately qualified or registered to undertake the employment in question (or will not be by the time they begin the employment),
 - (ii) the requirements of the employment as stated in any advertisement for the employment are inappropriate and have been tailored to exclude Isle of Man workers or other Settled Workers from being recruited, or

- (iii) that the applicant is using an Employer, structure, a third party or other means to circumvent the rule against self-employment by Worker Migrants or Worker (Intra Company Transfer) Migrants.
- (15) To support the assessment in any of paragraphs (14), if the applicant is not yet appropriately qualified or registered to do the employment in question, he must provide evidence with his application showing that he can reasonably be expected to obtain the appropriate qualifications or registrations by the time he begins the employment, for example, a letter from the relevant body providing written confirmation that the applicant has registered to sit the relevant examinations.

3.3.1 Specified Documents under paragraph 3.3

The Specified Documents required by paragraph 3.3(4) are set out below:

- (a) annual self-assessment tax return(s) to Isle of Man Treasury (a copy or print-out) for the last full financial year, immediately preceding the date of application;
- (b) a payslip; and
- (c) Personal bank statement, building society statement(s), or a building society pass book, for the same 12-month period as the tax return(s) in (a) showing that the income from the Employment, for which the previous Confirmation of Employment was issued, has been paid into an account in the name of the person, or in the name of the person and their partner jointly, for the last full financial year, immediately preceding the date of application
- (d) The Specified Documents in (b) and (c) above must comply with the following criteria:
 - (iv) Payslips must be:
 - iv. the applicant's most recent payslip,
 - v. dated no earlier than one calendar month before the date of the application, and
 - vi. either:
 - c. an original payslip, or
 - d. a copy of a payslip accompanied by a letter from the applicant's Employer, on headed paper and signed by a senior official, confirming the payslip is authentic.
 - (v) Personal bank or building society statements must:
 - vi. be the applicant's most recent statement,

- vii. be dated no earlier than one calendar month before the date of the application,
- viii. clearly show:
 - g. the applicant's name,
 - h. the applicant's account number,
 - i. the date of the statement,
 - j. the financial institution's name,
 - k. the financial institution's logo, and
 - l. transactions by the Employer covering the period no earlier than one calendar month before the date of the application, including receipt of the amount shown on the payslip provided under paragraph (b),
- ix. be either:
 - g. printed on the bank's or building society's letterhead,
 - h. electronic bank or building society statements, accompanied by a supporting letter from the bank or building society, on headed paper, confirming the statement provided is authentic, or
 - i. electronic bank or building society statements, bearing the official stamp of the bank or building society on every page,

and

- x. not be mini-statements from automatic teller machines (ATMs).
- (vi) Building society pass books must:
- xv. clearly show:
 - xvi. the applicant's name,
 - xvii. the applicant's account number,
 - xviii. the financial institution's name,
 - xix. the financial institution's logo, and
 - xx. transactions by the Employer covering the period no earlier than one calendar month before the date of the

application, including receipt of the amount shown on the specified payslip as at (b),

and

xxi. be either:

e. the original pass book, or

f. a photocopy of the pass book which has been certified by the issuing building society on headed paper, confirming the pass book provided is authentic.

3.3.2 Worker (ICT) Migrant - Period and Conditions of Grant

(1) Leave to remain will be granted for whichever of the following is the shortest:

(a) the length of the period of engagement plus 14 days,

(b) 5 years, or

(c) the difference between the continuous period of leave that the applicant has already been granted (notwithstanding any breaks between periods of leave of up to 28 days) as a Worker (Intra Company Transfer) Migrant, and the maximum time, as set out in (2). If the calculation of period of leave comes to zero or a negative number, leave to remain will be refused.

(2) The maximum time referred to in (1)(c) is:

(a) 3 years, if the applicant is applying as a Worker (Intra Company Transfer) Migrant,

(b) 5 years if:

(i) the applicants' last grant of leave was granted in the Isle of Man as a Tier 2 (Intra Company Transfer) Migrant in the Long Term Staff subcategory under immigration Rules in effect prior to 6 April 2018, and

(i) the applicant is applying for leave to remain to work in the same Employment for the same Employer as in the application which led to his or her previous grant of leave, and

(ii) Paragraph (c) below does not apply,

(c) 9 years, if:

(iii) the applicants' last grant of leave was granted in the Isle of Man as a Tier 2 (Intra Company Transfer) Migrant in the

Long Term Staff subcategory under immigration Rules in effect prior to 6 April 2018, and

- (iv) the applicant's gross annual salary (including such allowances as are specified as acceptable for this purpose in paragraph 1.1 of this Appendix) to be paid by the Employer is £120,000 or higher, and
 - (v) Paragraph (d) below does not apply,
- (d) No limit, if the applicant:
- (i) previously had leave as a Tier 2 (Intra-Company Transfer) Migrant under the Rules in place before 1st March 2012 or as a Work Permit Holder, and
 - (ii) has not been granted entry clearance in this or any other route since the grant of leave referred to in (i) above.
- (3) In addition to the period in (1), leave to remain will be granted for the period between the date that the application is decided and the date that the Confirmation of Employment records as the start date of employment in the Isle of Man, provided this is not a negative value.
- (4) Leave to remain will be granted subject to the following conditions:
- (a) no recourse to public funds,
 - (b) registration with the police, if this is required by paragraph 326, and
 - (c) no employment except:
 - (i) working for the Employer in the employment that the Confirmation of Employment records that the migrant is being employed to do, subject to any notification of a change to the details of that employment, other than prohibited changes as defined in Part 5 of this Appendix,
 - (ii) supplementary employment, and
 - (iii) voluntary work.

3.4 Worker (ICT) Migrant – Requirements for Indefinite Leave to Remain

To qualify for indefinite leave to remain as a Worker (Intra-Company Transfer) Migrant, an applicant must meet the requirements listed below in addition to the general requirements for indefinite leave to remain set out in paragraph 1.2. If the applicant meets these requirements, indefinite leave to remain will be granted. If the applicant does not meet these requirements, the application will be refused.

- (1) The applicant must not fall for refusal under the general grounds for refusal under Part 9 of these Rules, and must not be an illegal entrant.
- (2) The applicant must have spent a continuous period of 5 years lawfully in the Isle of Man, of which the most recent period must have been spent with leave as a Worker (Intra-Company Transfer) Migrant, in any combination of the following categories:
 - (a) as a Tier 2 (Intra-Company Transfer) Migrant, or
 - (b) as a Work Permit Holder.
- (3) The continuous period of 5 years referred to in paragraph (2) must include a period of leave as:
 - (a) a Tier 2 (Intra-Company Transfer) Migrant granted under the Rules in place before 26 July 2010, or
 - (b) a Work Permit Holder, provided that the work permit was granted because the applicant was the subject of an intra-company transfer
- (4) The Employer that provided the Certificate of Sponsorship or Confirmation of Employment that led to the applicant's last grant of leave must certify in writing that:
 - (a) the applicant is still required for the employment in question, and
 - (b) the applicant is paid at or above the appropriate rate for the Employment as stated in the paragraph 1.1 of this Appendix, or where the applicant is not paid at that rate only due to maternity, paternity, or adoption leave, the date that leave started and that the applicant was paid at the appropriate rate immediately before the leave.
- (5) The applicant must provide the Specified Documents in paragraph 1.1.1 to evidence the Employer's certification in sub-paragraph (4)(b) above and to evidence the reason for the absences set out in the General Requirements for Indefinite Leave to Remain under paragraph 1.2.
- (6) The applicant must have sufficient knowledge of the English language and sufficient knowledge about life in the United Kingdom and Islands, in accordance with Appendix KoLL.
- (7) The applicant must not be in the Isle of Man in breach of immigration laws except that any period of overstaying for a period of 28 days or less will be disregarded.
- (8) For the purposes of sub-paragraph (2), time spent with valid leave in the Bailiwick of Guernsey, the Bailiwick of Jersey or the United Kingdom in

a category equivalent to the categories set out in (2)(a) or (b) above, may be included in the continuous period of 5 years lawful residence, provided that:

- (a) the continuous period of 5 years includes a period of leave as a Tier 2 (Intra-Company Transfer) Migrant granted before 6 April 2010, or a Work Permit Holder (provided the work permit was granted because the applicant was the subject of an Intra-Company Transfer); and
- (b) any period of leave granted in the Bailiwick of Guernsey, the Bailiwick of Jersey or the United Kingdom as a Work Permit Holder or as a Tier 2 Migrant was for employment:
 - 1.in employment which appears on the list of occupations skilled to Regulated Qualifications Framework level 3 or above (or from 6 April 2011, Regulated Qualifications level 4 or above or from 14 June 2012, Regulated Qualifications level 6 or above), as stated in the Codes of Practice in Appendix J prior to 6 April 2018, or
 - 2.in employment which appeared in the Creative Sector Codes of Practice in Appendix J prior to 6 April 2018, or
 - 3.as a professional sports person (including as a sports coach); and
- (c) the most recent period of leave was granted in the Isle of Man as a Tier 2 (Intra-Company Transfer) Migrant or Worker (Intra Company Transfer) Migrant.

In such cases, references to the “Isle of Man” in paragraph 1.2 of this Appendix shall include a reference to the Bailiwick of Guernsey, Bailiwick of Jersey or the United Kingdom, as the case may be.

PART 4: CURTAILMENT

4.1 Curtailment of Leave in relation to a Worker Migrant and Worker (Intra Company Transfer) Migrant

In addition to the general grounds specified in paragraph 323 of Part 9 of these Rules, the leave to enter or remain of a Worker Migrant or Worker (Intra Company Transfer) Migrant:

- (1) is to be curtailed if:
 - (a) the migrant fails to commence Employment with the Employer or

- (b) the migrant ceases Employment with the Employer before the end date recorded on the Confirmation of Employment,
- (2) may be curtailed if:
- (b) the Employer transfers the business for which the migrant works, to another person Employer,
 - (c) the employment recorded on the Confirmation of Employment undergoes a prohibited change as specified in Part 5 below
 - (d) Paragraph (1) above applies however consideration is given where:
 - (i) the migrant is under the age of 18;
 - (ii) the migrant has a dependent child under the age of 18;
 - (iii) leave is to be varied such that when the variation takes effect the migrant will have leave to enter or remain and the migrant has less than 60 days extant leave remaining;
 - (iv) the migrant has been granted leave to enter or remain with another Employer or under another immigration category;
 - (v) the migrant has a pending application for leave to remain, or variation of leave, with the Isle of Man Immigration Office, or has a pending appeal under Section 82 of the Nationality, Immigration and Asylum Act 2002 (of Parliament)⁹ ; or
 - (vi) the applicant is not appropriately qualified or registered to do the employment in question (or is not, by the time they begin the employment).
 - (e) the Lieutenant Governor or an Immigration Officer has reasonable grounds to believe, notwithstanding that the applicant has provided a Confirmation of Employment,
 - (i) that the migrant is not appropriately qualified or registered to undertake the employment in question (or will not be by the time they begin the employment),
 - (ii) the requirements of the employment as stated in any advertisement for the employment are inappropriate and have been tailored to exclude Isle of Man workers or other Settled Workers from being recruited, or
 - (iii) that the applicant is using an Employer, structure, a third party or other means to circumvent the rule against self-employment by Worker Migrants or Worker (Intra Company Transfer) Migrants.

⁹ 2002 c41

- (f) To support the assessment in any of paragraphs (e), if the applicant is not yet appropriately qualified or registered to do the employment in question, he must provide evidence with his application showing that he can reasonably be expected to obtain the appropriate qualifications or registrations by the time he begins the employment, for example, a letter from the relevant body providing written confirmation that the applicant has registered to sit the relevant examinations.

PART 5. PROHIBITED CHANGES TO EMPLOYMENT FOR WORKER MIGRANTS

(1) Part 5 is applicable to all migrants:

- (a) who hold a valid Certificate of Sponsorship issued prior to 6 April 2018; and
- (b) who hold a valid Confirmation of Employment on or after 6 April 2018.

5.1 Prohibited Changes to Employment

- (1) Where a further application for a Confirmation of Employment is granted which expressly permits that employment, no further leave to remain application is required, unless;
 - (a) the further application for a Confirmation of Employment is granted and includes a duration greater than the period for which the migrant's current entry clearance or leave to remain was granted.
- (2) The following are prohibited changes, unless paragraph (1) applies:
 - (a) the migrant is absent from work without pay for four weeks or more in total, according to his/her normal working pattern (whether over a single period or more than one period), during any calendar year (1 January to 31 December), unless the absence from work is due solely to:
 - (i) Maternity leave,
 - (ii) Paternity leave,
 - (iii) Adoption leave, or
 - (iv) Long term sick leave of one calendar month or more during any one period.
 - (b) the employment changes such that the migrant is working for a different employer, unless:

- (i) the migrants' Employer transfers the trade, business or undertaking for which the migrant works to another Employer (the "Transferee") and the Migrant continues to work in the same employment,
 - (ii) the migrant is issued with a valid Confirmation of Employment by the Transferee within 28 days of the business being transferred, and
 - (iii) the length of the period of engagement remains the same as the migrant's current grant of leave.
- (c) The employment changes to employment in a different Sector (as defined in this Appendix) to that recorded by the Confirmation of Employment.
- (d) The employment changes to employment in a different Standard Occupational Classification (SOC) code to that recorded by the Confirmation of Employment where the applicant was subject to, or relied on, that Confirmation of Employment in the application which led to his or her current grant of entry clearance or leave to remain.
- (e) The employment changes so that there are different duties, even though the Employment remains within the same Standard Occupational Classification code to that recorded by the Confirmation of Employment, and the gross annual salary (including such allowances as are specified as acceptable for this purpose in paragraph 1.1 of this Appendix) is below the appropriate salary rate for that new Employment as specified in paragraph 1.1 of this Appendix.
- (f) If the migrant holds a Confirmation of Employment in a Standard Occupational Classification Code listed, in Part 7 of this Appendix, as a Key Employment and the employment changes to one with a Standard Occupational Classification Code that is not listed as a Key Employment in Part 7 of this Appendix.
- (g) Except where (h) applies, the gross annual salary (including such allowances as are specified as acceptable for this purpose in paragraph 1.1 of this Appendix) reduces below:
 - (i) any minimum salary threshold specified in paragraph 1.1 of this Appendix of these Rules, where the applicant was subject to or relied on that threshold in the application which led to his or her current grant of entry clearance or leave to remain,

- (ii) the appropriate salary rate for the employment as specified in Part 7 of this Appendix, or
 - (iii) in cases where there is no applicable salary rate in Part 7 of this Appendix, the salary recorded by the Confirmation of Employment which led to his or her current grant of entry clearance or leave to remain.
- (h) Other reductions in salary are permitted if the reduction coincides with a period of:
- (i) maternity leave,
 - (ii) paternity leave,
 - (iii) adoption leave,
 - (iv) long term sick leave of one calendar month or more,
 - (v) working for the Employer's organisation while the migrant is not physically present in the Isle of Man, if the migrant is a Tier 2 (Intra-Company Transfer) Migrant, or
 - (vi) Undertaking professional examinations before commencing work for the Employer, where such examinations are a regulatory requirement of the employment the migrant is being employed to do, and providing the migrant continues to be employed during that period.

PART 6: CONFIRMATION OF EMPLOYMENT

A Worker Migrant and a Worker (Intra Company Transfer) Migrant must include a valid Confirmation of Employment when making an application for entry clearance or leave to remain under this Appendix.

The issuance of a Confirmation of Employment does not guarantee the success of a migrants' visa application.

6.1 Validity of Confirmation of Employment for Entry Clearance or Leave to remain applications under Appendix W

- (1) For the purpose of entry clearance, leave to enter or leave to remain applications made under this Appendix, a Confirmation of Employment will only be considered valid if:
 - (a) the Confirmation of Employment names the applicant and confirms the Employer is employing or intends to employ that person as a Worker Migrant or Worker (Intra Company Transfer) Migrant (as applicable).

- (b) the Confirmation of Employment was issued to the Employer no more than 3 months before the application for entry clearance or leave to remain is made,
 - (c) the application for entry clearance or leave to remain is made no more than 3 months before the start of the employment as stated on the Confirmation of Employment,
 - (d) the migrant must not previously have applied for entry clearance, leave to enter or leave to remain using the same Confirmation of Employment, if that application was either approved or refused (not rejected as an invalid application, declared void or withdrawn),
 - (e) the Confirmation of Employment must not have been withdrawn or cancelled by Immigration Officers since it was issued, including where it has been cancelled by Immigration Officers due to having been used in a previous application, and
 - (f) the migrant must not:
 - (i) have had their offer of employment withdrawn by the Employer, or
 - (ii) have ceased employment with the Employer to which the Confirmation of Employment was issued, or
 - (iii) have had their employment ceased by the employer.
- (2) Certificates of Sponsorship issued under the Immigration Sponsor Licensing Policy¹⁰ prior to 6 April 2018 will remain valid for applications under this Appendix, where:
- (a) the Certificate of Sponsorship names the applicant and confirms the Sponsor is employing or intends to employ that person as a Tier 2 Migrant,
 - (b) the Certificate of Sponsorship was issued to the Sponsor no more than 3 months before the application for entry clearance or leave to remain is made,
 - (c) the application for entry clearance or leave to remain is made no more than 3 months before the start of the employment as stated on the Certificate of Sponsorship,
 - (d) the migrant must not previously have applied for entry clearance, leave to enter or leave to remain using the same Certificate of Sponsorship, if that application was either approved or refused

¹⁰ [Immigration Sponsor Licensing Policy](#) (GC2017/0006) Laid before Tynwald 21 November 2017

(not rejected as an invalid application, declared void or withdrawn),

- (e) the Certificate of Sponsorship must not have been withdrawn or cancelled by Immigration Officers since it was issued, including where it has been cancelled by Immigration Officers due to having been used in a previous application, and
 - (f) the migrant must not:
 - (i) have had their offer of employment withdrawn by the Employer, or
 - (ii) have ceased employment with the Employer to which the Confirmation of Employment was issued, or
 - (iii) have had their employment ceased by the employer.
- (3) The Confirmation of Employment will not be considered valid where prohibited changes of employment have taken place as set out in Part 5 of this Appendix.
- (4) If the applicant was granted leave as a Tier 2 Migrant under the Rules in place before 6 April 2018 and has not since been granted leave to remain in any other route, or entry clearance or leave to enter in any route, the Confirmation of Employment will be valid if:
- (a) the applicant is applying for leave to remain to undertake the same duties under the same Standard Occupation Code for the same Employer as in the application which led to his or her previous grant of leave, and
 - (b) the employment does not meet the requirements of Part 7 of this Appendix solely due to the Immigration Rules coming into effect on 6 April 2018.

For the purpose of this paragraph disregard the deeming of any pre-existing category of Tier 2 Migrant as a Worker Migrant or Worker (Intra Company Transfer) Migrant.

- (5) A Confirmation of Employment will not be valid if the employment the applicant is being employed to do amounts to:
- (c) the employment of the applicant by a third party who is not the Employer to fill a position with that party, whether temporary or permanent, or
 - (d) contract work to undertake on-going routine employment or to provide an on-going routine service for a third party who is not the

Employer, regardless of the nature or length of any arrangement between the Employer and the third party.

- (6) To support the assessment in any of paragraphs (4) and (5) the Entry Clearance Officer or the Lieutenant Governor may request additional information and evidence from the applicant or the Employer, and refuse the application if the information or evidence is not provided. Any requested documents must be received by the Entry Clearance Officer or the Lieutenant Governor at the address specified in the request within 10 business days of the date the request is sent.
- (7) A Confirmation of Employment will not be valid for occupation codes “2231 Nurses” or “2232 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 Employer confirms that once the applicant achieves Nursing and Midwifery Council registration, it will continue to employ 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 Part 7 of this Appendix; and
 - (c) where (a)(ii) applies, the Employer 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 employed 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).

Additional validity requirements for Worker (Intra Company Transfer) Migrant

- (8) If the applicant is applying as a Worker (Intra Company Transfer) Migrant the Confirmation of Employment will not be valid unless:
- (a) the Confirmation of Employment confirms the applicant has been working for at least 12 months as specified in paragraphs (c) and (d) below and,
 - (b) the applicant provides, if requested to do so, the Specified Documents as set out in paragraph (9) below, unless he was last granted leave to work for the same Employer in the same subcategory as he is currently applying under. The application may be granted without these Specified Documents, but the Isle of Man Immigration office reserves the right to request the Specified Documents, and to refuse applications if these documents are not received at the address specified in the request within 10 business days of the date of the request.
 - (c) Throughout the 12 months referred to in sub-paragraph (a) 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 and has throughout that period been linked by common ownership or control to the Employer.
 - (d) The period of 12 months referred to in sub-paragraph (a) above is:
 - (i) a continuous period of 12 months immediately prior to the date of application, or
 - (ii) an aggregated period of at least 12 months within the 24 month period immediately before the date of application, if at some point within the 12 months preceding the date of application, the applicant has been:
 1. on maternity, paternity, or adoption leave, or
 2. on long-term sick leave lasting one month or longer,and if requested to provide the specified documents set out in paragraph (9)(c) below, also provides, at the same time, the specified documents as set out in paragraph (9)(d) below.
- (9) (a) The Specified Documents in paragraph (8) are:

- (i) original formal payslips issued by the employer and showing the employer's name covering the full specified period, including the month preceding the date of application;
 - (ii) a letter from the Employer, on headed paper and signed by a senior official, confirming the authenticity of the payslips;
 - (iii) Personal bank or building society statements covering the full specified period above, which clearly show:
 - 1. the applicant's name,
 - 2. the account number,
 - 3. the date of the statement (The most recent statement must be dated no earlier than 31 days before the date of the application),
 - 4. the financial institution's name and logo, and
 - 5. transactions by the Employer; or
 - (iv) A building society pass book covering the full specified period above, which clearly shows:
 - 1. the applicant's name,
 - 2. the account number,
 - 3. the financial institution's name and logo, and
 - 4. transactions by the Employer.
- (b) If the applicant provides the bank or building society statements in (9)(a)(iii):
- (i) The statements must:
 - 1. be printed on paper bearing the bank or building society's letterhead,
 - 2. bear the official stamp of the bank on every page, or
 - 3. be accompanied by a supporting letter from the issuing bank or building society, on headed paper, confirming the authenticity of the statements provided;
 - (ii) The statements must not be mini-statements obtained from an Automated Teller Machine.
- (c) The specified documents as evidence of periods maternity, paternity, or adoption leave, as required in paragraph (8)(d)(ii), are:
- (i) The original full birth certificate or original full certificate of adoption (as appropriate) containing the names of the parents

or adoptive parents of the child for whom the leave was taken, if this is available; and

- (ii) At least one (or both, if the document in (i) is unavailable) of the following, if they are available:
 - 1. An original letter from the applicant and his sponsor, on headed paper, confirming the start and end dates of the applicant's leave
 - 2. One of the types of documents set out in (a) above, covering the entire period of leave, and showing the maternity, paternity, or adoption payments, and
- (iii) If the applicant cannot provide two of the types of specified document in (i) and (ii), at least one of the types of specified documents in either (i) or (ii), a full explanation of why the other documents cannot be provided, and at least one of the following specified documents, from an official source and which is independently verifiable:
 - 1. official adoption papers issued by the relevant authority,
 - 2. any relevant medical documents, or
 - 3. a relevant extract from a register of birth which is accompanied by an original letter from the issuing authority.
- (d) The specified documents as evidence of periods of long term sick leave, as required in paragraph (8)(d)(ii) are:
 - (i) An original letter from the applicant's Employer, on headed paper, confirming the start and end dates of the applicant's leave;
 - (ii) One of the types of documents set out in (a) above, covering the entire period of leave, and showing the statutory sick pay and/or sick pay from health insurance, if these documents are available; and

If the applicant cannot provide the specified documents in both (d)(i) and (ii), a full explanation of why the other documents cannot be provided, and any relevant medical documents, from an official source and which are independently verifiable.

6.2 Requirements to be met for the issuance of Confirmation of Employment

An immigration officer will issue a Confirmation of Employment to an Employer if the requirements listed below are met. If these requirements are not met, the application will be refused.

- (1) The Employer by whom the migrant is to be employed must be an Isle of Man Employer:
 - (a) For the purposes of this Appendix an Isle of Man Employer is an Isle of Man Government Department, Statutory Board or an office of the Government; or
 - (b) where (1)(a) does not apply an employer will be considered an Isle of Man Employer where:
 - (i) The Employer is an Isle of Man legal entity, in the case of a Worker Migrant, or it has a registered office or principal place of business in the Isle of Man;
 - (ii) it has a current, corporate bank account with a bank licensed by the Isle of Man Financial Services Authority;
 - (iii) it is subject to Isle of Man taxation and registered with the Isle of Man Treasury Income Tax Division for income tax and national insurance purposes as an employer; and
 - (iv) It is not classed as a sole trader or partnership;
 - (c) Franchises operated by individuals and which are not a separate legal entity will not be issued with a Confirmation of Employment.

Paragraph (1)(b)(iv) does not apply to SOC Codes, 2413 – Solicitors, or 2211 – Medical practitioners.

- (2) To support the assessment in paragraph (1) above Immigration Officers may request the following additional information and evidence:
 - (a) A letter on paper produced by the Isle of Man employing Department confirming it is an Isle of Man Government Department, Statutory Board or an office of the Government;
 - (b) A letter from the Isle of Man licensed bank setting out the nature of the account holder's business activities in the Isle of Man;
 - (c) Proof of registration with the Isle of Man Treasury Income Tax Division for income tax and National Insurance purposes;
 - (d) Latest annual employer's return submitted to Income Tax Division of the Isle of Man Treasury;
 - (e) A copy of the employer's last annual return or declaration to Isle of Man Companies Registry;

- (f) Copy of the entry in the Isle of Man Land Registry, title deeds or lease agreement as evidence of ownership or lease of the employer's business premises. Where a copy of the lease agreement is provided it must be signed by all parties concerned.
- (g) Licence for premises to serve alcohol;
- (h) A certified copy of a Franchise Agreement signed by both parties;
- (i) Documentary evidence of registration with an appropriate regulatory body;
- (j) Documentary evidence of registration with the Isle of Man General Registry under the Charities Registration Act 1989;
- (k) For Worker (Intra Company Transfer) Migrant Confirmation of Employment applications, documentary evidence must be submitted showing the link between the overseas entity from which the migrant is being transferred (Entity A) the Isle of Man employer (Entity B) and the parent company or head office of both Entity A and Entity B (Parent Entity).

If either Entity A or B or a Parent Entity is not a company or corporate entity then the equivalent constitutional documents (i.e. limited partnership document, foundation or trust document, register of interests etc. should be supplied).

Where requested to provide evidence one of the following must be submitted:

- (i) Parent Entity's audited accounts clearly showing the link between Entity A and Entity B.
- (ii) Parent Entity's audited annual report clearly showing the link between Entity A and Entity B.
- (iii) an affidavit signed by a senior partner/director within Entity B, identifying all connected entities in the Isle of Man, UK and overseas.
- (iv) where an organisation is registered on the main list of the London Stock Exchange or a UK FCA approved international stock exchange, a notarised statement by the company secretary of the organisation, setting out the global corporate structure with ownership percentages of each related corporate entity detailed including Entity A and Entity B.

- (v) certified copy of the share register of Entity B showing ownership by the Entity A or a copy of the share registers of both Entity A and B showing the common Parent Entity.
 - (vi) certified copy of the agreement naming Entity A and Entity B as parties or Entity A as a party and Entity B as the subject of the agreement which allows Entity A to control the composition of the Entity B's board (this would normally be a shareholder's agreement or similar).
 - (vii) certified copy of the agreement naming Entity A and Entity B as parties or Entity A as a party and Entity B as the subject of the agreement which allows Entity A to cast or control the casting of more than half the maximum number of votes that might be cast at a general meeting of Entity B (this would normally be a Shareholder's Agreement or similar).
 - (viii) certified copy of the joint venture agreement naming Entity A and Entity B as parties or Entity A as a party and Entity B as the entity formed by that agreement.
 - (ix) certified copy of the agreement naming both Entity A and Entity B as parties or Entity A as a party and Entity B as the entity formed by that agreement that would constitute a joint venture agreement other than for the fact that joint venture agreements are not permitted in the country of operation.
- (3) the salary the migrant is to be paid must be declared and must;
- (a) be a minimum of £20,800 as set out in paragraph 1.1 of this Appendix, or
 - (b) the appropriate rate for the employment as set out in Part 7 of this Appendix,
- whichever is the higher
- (4) the Resident Labour Market Test (RLMT) must be carried out, as set out in paragraph 6.3, unless paragraph 6.3.1 (exemptions from test) applies.
- (5) Where a prospective employer undertakes to do so, the prospective Employer must provide a declaration in writing that should it become necessary the Employer will maintain and accommodate the migrant until the end of the first month of his or her Employment and to a value of at least £945 in accordance with the provisions of Part 5(c) of Appendix C.
- (6) A Confirmation of Employment will not be issued where the employment the migrant is being hired to do amounts to:

- (a) The hire of the migrant to a third party who is not the Employer to fill a position with that party, whether temporary or permanent, or
 - (b) Contract work to undertake an ongoing routine employment or to provide an ongoing routine service for a third party who is not the Employer, regardless of the nature or length of any arrangement between the Employer and the Third Party
- (7) An application for a Confirmation of Employment must be accompanied by:
- (a) an original offer letter signed by the Employer which must;
 - (i) be on headed paper,
 - (ii) show the full name, date of birth, and address of the prospective employee,
 - (iii) show the employment title and list duties to be carried out by the employee,
 - (iv) show the relevant Standard Occupation Classification (SoC) code,
 - (v) show the proposed start date,
 - (vi) show the proposed period of engagement,
 - (vii) show the gross annual salary, (this salary must meet the requirements of paragraph 1.1), and
 - (viii) declare any additional employment benefits.
 - (b) evidence that the Resident Labour Market Test has been carried out, where applicable, in accordance with paragraph 6.3 of this Appendix.
- (8) The Confirmation of Employment will not be issued where the Lieutenant Governor or an Immigration Officer has reasonable grounds to believe, notwithstanding that the Employer has provided evidence in paragraphs (1) to (7), that:
- (a) that the migrant is not appropriately qualified or registered to undertake the employment in question (or will not be by the time they begin the employment),
 - (b) the requirements of the employment as stated in any advertisement for the employment are inappropriate and have been tailored to exclude Isle of Man workers or other Settled Workers from being recruited, or

- (c) that the applicant is using an Employer, structure, a third party or other means to circumvent the rule against self-employment by Worker Migrants or Worker (Intra Company Transfer) Migrants.
- (9) To support the assessment in any of paragraphs (8), if the applicant is not yet appropriately qualified or registered to do the employment in question, he must provide evidence with his application showing that he can reasonably be expected to obtain the appropriate qualifications or registrations by the time he begins the employment, for example, a letter from the relevant body providing written confirmation that the applicant has registered to sit the relevant examinations.

6.3 Resident Labour Market Test (RLMT)

Where this Appendix states paragraph 6.3 must be met, a employment only passes the Resident Labour Market Test if:

- (1) the Employer has advertised (or has had advertised on its behalf) the employment to Isle of Man workers, British citizen and EEA nationals, by the means set out in sub-paragraph (2), for a minimum of 14 days, or
- (a) Where the employment is re-advertised it must be advertised for a minimum of 7 days.
- (2) The Employer must have advertised (or had advertised on its behalf) the employment, at the Isle of Man JobCentre and at least one other from Table 1.

Table 1

Type of medium	Criteria for suitable media
Newspaper	Must be: <ul style="list-style-type: none"> marketed throughout the UK and Isle of Man, and published at least once a week
Professional journal	Must be: <ul style="list-style-type: none"> available throughout the UK and Isle of Man, published at least once a month, and related to the nature of the employment i.e. a relevant trade journal, official journal of a professional occupational body, or subject-specific publication
Website	Must be one of the following:

	<ul style="list-style-type: none"> • an online version of a newspaper or professional journal which would satisfy the criteria above, • the website of a prominent professional recruitment organisation, which does not charge a fee to jobseekers to view employment advertisements or to apply for employments via those advertisements, or • if the Employer is a multinational organisation or has over 250 permanent employees in the UK/Isle of Man, the Employer's own website
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(3) The advertisements must:

- (a) be in English
- (b) be fair and must not be tailored to suit a certain person;
- (c) be lawful under the Employment (Sex Discrimination) Act 2000, the Employment Act 2006, the Control of Employment Act 2014 and the Equality Act 2017;
- (d) contain the employment title;
- (e) state the main duties and responsibilities of the employment (job description)
- (f) the location of the employment;
- (g) an indication of the salary package or salary range or terms on offer;
- (h) the skills, qualifications and experience required for the employment,
- (i) the closing date for applications, and
- (j) have been advertised within six months before the date the application for a Confirmation of Employment is received by Immigration Officers.

(4) Documentary evidence of the recruitment process must be provided:

- (a) Where Settled Workers have applied for employment but are considered unsuitable, the Employer must provide:
 - (i) evidence that the employment was advertised in accordance with 6.3(1), including a copy of the advertisement;

- (ii) the specification of the employment (which must be reflected in the advertisement);
 - (iii) brief details as to the number of applications received from Settled Workers and the reasons why those workers are considered unsuitable.
- (b) Where the information in (a) is considered insufficient, the Employer may be asked to provide , in redacted form:
- (i) short-listing summary sheets;
 - (ii) application forms or CVs of all Isle of Man workers and Settled workers who applied for the employment, together with reasons why those workers were considered unsuitable;
 - (iii) interview assessment sheets; or
 - (iv) the report of the chairperson of the interview panel.

6.3.1 Resident Labour Market Test Exemption Applies

- (1) In order for a Resident Labour Market Test Exemption to apply for an employment under this Appendix:
- (a) the Confirmation of Employment must be being made for a Worker (Intra Company Transfer) Migrant;
- or
- (b) the employment must, at the time the Confirmation of Employment was applied for, be listed as a Key Employment in Column 6 of Tables 1 to 6 of Part 7 of this Appendix; and
 - (c) In all cases contracted working hours must be for at least 30 hours a week

PART 7: SECTORS AND ELIGIBLE EMPLOYMENTS

Introduction

This Part sets out appropriate salary rates for employment, identified by a Standard Occupational Classification (SOC) Code.

Occupation Codes

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 employments.

References to "job" refer to the most appropriate match for the employment in question, as it appears in the tables in this Part. 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 Employer.

Where this Appendix refers to an applicant continuing to work in the same Employment, this means:

- (1) the same SOC 2010 code as stated in the Certificate of Sponsorship or Confirmation of Employment that led to the applicant's previous grant,
- (2) 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

- (1) Where these Rules state that an applicant must be paid the appropriate rate for a job as set out in Part 7 of this Appendix, the rate will be determined accordance with the Tables below.
- (2) Where both "new entrant" and "experienced worker" rates are stated in Tables 1 to 3, the "new entrant" rate will only apply if:
 - (a) the applicant:
 - (i) 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 as a Worker Migrant beyond 3 years and 1 month.

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

- (b) The salary rates stated are per annum and have been set by the Department for Enterprise.:
- (c) (i) In all cases, the pay must be compliant with regulations under the Minimum Wage Act 2001 .

TABLE 1 - E-Business & Information Communication Technology

SOC Code	Description	Related Job Titles	Example Job Tasks	New Entrant Salary	Experienced Salary	Key Employment
1136	Information Technology and Telecommunications Directors	<ul style="list-style-type: none"> • IT Director • Technical director (computer services) • Telecommunications director 	<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. 	£21,600	£28,000	
2133	IT specialist	<ul style="list-style-type: none"> • Data centre manager 	Example job tasks	£26,500	£40,300	

	managers	<ul style="list-style-type: none"> • IT manager • IT support manager • Network operations manager (computer services) • Service delivery manager 	<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. 			
2134	IT project and programme managers	<ul style="list-style-type: none"> • Implementation manager (computing) • IT project manager • Programme manager (computing) • Project leader (software design) 	<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 	£28,200	£40,600	Yes

			<p>project or programme;</p> <ul style="list-style-type: none"> • reports on project or programme to senior management and/or client. 			
2135	IT business analysts, architects and systems designers	<ul style="list-style-type: none"> • Business analyst (computing) • Data communications analyst • Systems analyst • Systems consultant • Technical analyst (computing) • Technical architect 	<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. 	£25,800	£33,000	Yes
2136	Programmers and software development	<ul style="list-style-type: none"> • Analyst-programmer • Database developer • Games 	<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; 	£24,000	£31,100	Yes

	professionals	<p>programmer</p> <ul style="list-style-type: none"> • Programmer • Software engineer 	<ul style="list-style-type: none"> • 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. 			
2137	Web design and development professionals	<ul style="list-style-type: none"> • Internet developer • Multimedia developer • Web design consultant • Web designer 	<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; • 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; 	£20,800	£23,400	Yes

			<ul style="list-style-type: none"> • activates the 'live' website. 			
2139	Information technology and telecommunications professionals not elsewhere classified	<ul style="list-style-type: none"> • IT consultant • Quality analyst (computing) • Software tester • Systems tester (computing) • Telecommunications planner 	<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 validation techniques; • 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. 	£20,800	£29,900	Yes
2423	Management consultants and business analysts	<ul style="list-style-type: none"> • Business adviser • Business consultant • Business continuity manager • Financial risk analyst • Management consultant 	<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 	£24,100	£33,300	Yes

			to express professional views.			
2424	Business and financial project management professionals	<ul style="list-style-type: none"> • Chief knowledge officer • Contracts manager (security services) • Project manager • Research support officer 	<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. 	£24,100	£33,300	
2425	Actuaries, economists and statisticians	<ul style="list-style-type: none"> • Actuarial consultant • Actuary • Economist • Statistician • Statistical analyst 	<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 trends, improved efficiency; • designs and manages surveys and uses statistical 	£26,500	£34,700	

			<p>techniques in order to analyse and interpret the quantitative data collected;</p> <ul style="list-style-type: none"> • 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. 			
2426	Business and related research professionals	<ul style="list-style-type: none"> • Crime analyst (police force) • Fellow (research) • Games researcher (broadcasting) • Inventor 	<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 by gathering and verifying intelligence data and sources; • presents findings in the required format, via written reports or presentations; 	£20,800	£26,500	

			<ul style="list-style-type: none"> • 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. 			
3131	IT operations technicians	<ul style="list-style-type: none"> • Computer games tester • Database administrator • IT technician • Network administrator • Systems 	<ul style="list-style-type: none"> • administers, monitors and supports internal/external networks, servers, email, database and security systems; • 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; 	£20,800	£21,800	

		<p>administrator</p> <ul style="list-style-type: none"> • 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. 			
3132	IT user support technicians	<ul style="list-style-type: none"> • Customer support analyst • Help desk operator • IT support technician • Systems support officer • Senior PC support analyst • Senior PC support • Technical pre- or post-sales support • Senior database administrator or analyst • Database 	<ul style="list-style-type: none"> • provides technical support to IT users; • advises users on how to resolve hardware and software problems; • 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; • maintains a log of work in progress, calls received, actions taken and problems detected; • reports on commonly occurring queries to detect underlying problems. 	n/a	£22,800

		<p>administrator or analyst</p> <ul style="list-style-type: none"> • Computer engineers, installation and maintenance 				
3417	<p>Photographers, audio-visual and broadcasting equipment operators</p>	<ul style="list-style-type: none"> • Audio visual technician • Cameraman • Photographer • Projectionist • Sound engineer • Theatre technician (entertainment) • Audio visual technician • Senior audio visual technician • Photographer • Press photographer (regional) 	<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 	n/a	£20,800	

		<ul style="list-style-type: none"> • Press photographer (National) • Film technician • Sound recordist • Camera operator (film, television production) 	<p>and sound recording equipment, and mixing and dubbing equipment;</p> <ul style="list-style-type: none"> • 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. 			
3421	Graphic Designers	<ul style="list-style-type: none"> • Commercial artist • Designer (advertising) • Graphic artist • Graphic designer • MAC operator 	<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; • produces or oversees creation of the final product. 	n/a	£21,300	

3545	Sales accounts and business development manager	<ul style="list-style-type: none"> • Account manager (sales) • Area sales manager • Business development manager • Product development manager • Sales manager 	<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. 	£25,000	£32,500	Yes
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TABLE 2 – MEDICAL & HEALTHCARE

SOC Code	Description	Related Job Titles	Example Job Tasks	New Entrant Salary	Experienced Salary	Key Employment
2211	Medical practitioners	Anaesthetist Consultant (Hospital Service) Doctor General practitioner Medical practitioner Paediatrician Psychiatrist Radiologist Surgeon	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 diseases; 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.	<ul style="list-style-type: none"> • Foundation year 1 (F1) and equivalent: £22,636 • Foundation year 2 (F2) and equivalent: £28,076 • Speciality registrar (StR) and equivalent: £30,002 • Speciality doctor and equivalent: £37,176 • Salaried General practitioner (GP) and equivalent: £54,863 • Consultant and equivalent: £75,249 		Yes
2212	Psychologists	Clinical psychologist Educational psychologist Forensic psychologist	develops and administers tests to measure intelligence, abilities, aptitudes, etc. and assesses results; develops treatment and guidance methods and	<ul style="list-style-type: none"> • Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 • Band 7 & equiv. £35,747 • Band 8a & equiv. £45,480 		

		Occupational psychologist Psychologist	<p>gives treatment or guidance using a variety of therapy and counselling techniques;</p> <p>observes and experiments on humans and animals to measure mental and physical characteristics;</p> <p>analyses the effect of hereditary, social and physical factors on thought and behaviour;</p> <p>studies psychological factors in the treatment and prevention of mental illness or emotional and personality disorders;</p> <p>maintains required contacts with family members, education or other health professionals, as appropriate, and recommends possible solutions to problems presented;</p> <p>applies professional knowledge and techniques within the workplace, addressing issues such as job design, work groups, motivation etc.;</p> <p>applies psychological treatment methods to help athletes achieve optimum mental health and enhance sporting performance.</p>	<ul style="list-style-type: none"> • Band 8b & equiv. £52,906 • Band 8c & equiv. £63,576 • Band 8d & equiv. £76,120 • Band 9 & equiv. £89,816 	
2213	Pharmacists	Chemist (pharmaceutical) Dispensary manager Pharmaceutical chemist	<p>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;</p>	<ul style="list-style-type: none"> • Pre-registration Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 • Band 7 & equiv. £35,747 	

		<p>Pharmacist Pharmacy manager</p>	<p>advises health professionals on the selection and appropriate use of medicines;</p> <p>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;</p> <p>checks that recommended doses are not being exceeded and that instructions are understood by patients;</p> <p>maintains prescription files and records issue of narcotics, poisons and other habit-forming drugs;</p> <p>liaises with other professionals regarding the development manufacturing and testing of drugs;</p> <p>tests and analyses drugs to determine their identity, purity and strength;</p> <p>ensures that drugs and medicaments are in good supply and are stored properly.</p>	<ul style="list-style-type: none"> • Band 8a & equiv. £45,480 • Band 8b & equiv. £52,906 • Band 8c & equiv. £63,576 • Band 8d & equiv. £76,120 • Band 9 & equiv. £89,816 	
2214	Ophthalmic opticians	<p>Ophthalmic optician Optician Optologist Optometrist</p>	<p>examines eyes and tests vision of patient, identifies problems, defects, injuries and ill health;</p> <p>prescribes, supplies and fits appropriate spectacle lenses, contact lenses and other aids;</p>	<ul style="list-style-type: none"> • Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 • Band 7 & equiv. £35,747 • Band 8a & equiv. £45,480 • Band 8b & equiv. £52,906 	

			<p>advises patient on proper use of glasses, contact lenses and other aids, and on appropriate lighting conditions for reading and working;</p> <p>refers patient to a specialist, where necessary;</p> <p>carries out research with glass and lens manufacturers.</p>	<ul style="list-style-type: none"> • Band 8c & equiv. £63,576 • Band 8d & equiv. £76,120 • Band 9 & equiv. £89,816 	
2215	Dental practitioners	<p>Dental surgeon</p> <p>Dentist</p> <p>Orthodontist</p> <p>Periodontist</p>	<p>examines patient's teeth, gums and jaw, using dental and x-ray equipment, diagnoses dental conditions;</p> <p>assesses and recommends treatment options to patients;</p> <p>administers local anaesthetics;</p> <p>carries out clinical treatments, restores teeth affected by decay etc., treats gum disease and other disorders;</p> <p>constructs and fits braces, inlays, dentures and other appliances;</p> <p>supervises patient's progress and advises on preventative action;</p> <p>educates patients on oral health care;</p> <p>refers patient to specialist, where necessary;</p> <p>maintains patients' dental health records;</p> <p>prepares and delivers lectures, undertakes</p>	<ul style="list-style-type: none"> • Foundation year 1 (F1) (Hospital dental services) and equivalent: £30,433 • Foundation year 2 (F2) (Hospital dental services) and equivalent: £29,912 • Speciality registrar (StR) and equivalent: £30,002 • Speciality dentist: £37,176 • Band A posts (e.g. Community practitioner) and equivalent: £38,095 • Band B posts (e.g. Senior dental officer) and equivalent: £59,259 • Band C posts (e.g. Specialist / managerial posts) and equivalent: £70,899 • Consultant (Hospital dental services) and 	Yes

			research, and conducts and participates in clinical trials.	equivalent: £75,249		
2216	Veterinarians	Veterinarian Veterinary practitioner Veterinary surgeon	<p>examines animals, diagnoses condition and prescribes and administers appropriate drugs, dressings, etc., and arranges or undertakes any necessary x-ray or other tests;</p> <p>inoculates animals against communicable diseases;</p> <p>administers local or general anaesthetics and performs surgery;</p> <p>investigates outbreaks of animal diseases and advises owners on feeding, breeding and general care;</p> <p>euthanases old, sick, terminally ill and unwanted animals;</p> <p>performs tasks relating to food safety policy, regulation of veterinary drugs, quality control of veterinary products;</p> <p>performs ante-mortem inspection of animals destined for the food chain, and animal post-mortem examinations;</p> <p>carries out expert witness work and undertakes teaching of veterinary students;</p> <p>maintains records, raises and forwards reports</p>	£25,200	£35,800	Yes

			and certificates in compliance with current legislation.			
2217	Medical Radiographers	<p>Medical radiographer</p> <p>Radiographer</p> <p>Sonographer</p> <p>Therapeutic radiographer</p> <p>Vascular technologist</p>	<p>uses a range of imaging devices for diagnostic and therapeutic purposes;</p> <p>assesses patients and interprets clinical requirements to determine appropriate radiographic treatments;</p> <p>verifies identity of patient and ensures that necessary preparations have been made for the examination/treatment;</p> <p>decides length and intensity of exposure or strength of dosage of isotope;</p> <p>positions patient and operates x-ray, scanning or fluoroscopic equipment;</p> <p>maintains records of all radiographic/therapeutic work undertaken;</p> <p>plans course of treatment with clinical oncologists and physicists;</p> <p>calculates radiation dosage and maps volume to be treated;</p> <p>explains treatment to patient and management of any side effects;</p> <p>carries out post-treatment reviews and follow-ups.</p>	<ul style="list-style-type: none"> • Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 • Band 7 & equiv. £35,747 • Band 8a & equiv. £45,480 • Band 8b & equiv. £52,906 • Band 8c & equiv. £63,576 • Band 8d & equiv. £76,120 • Band 9 & equiv. £89,816 		

2218	Podiatrists	<p>Chiropodist Chiropodist-podiatrist Podiatrist</p>	<p>examines patient's feet to determine the nature and extent of disorder;</p> <p>provides vascular and neurological assessment for the long term management of chronic disorders and high risk patients;</p> <p>administers local anaesthetic where appropriate;</p> <p>treats conditions of the skin, nails and soft tissues of feet by minor surgery, massage and heat treatment, padding and strapping or drugs;</p> <p>prescribes, makes and fits pads and other orthotic appliances to correct and/or protect foot disorders;</p> <p>those with advanced training may carry out minor surgery on the feet;</p> <p>advises patients on aspects of foot care to avoid recurrence of foot problems;</p> <p>delivers foot health education to groups such as the elderly, children, the homeless, those with medical problems such as arthritis;</p> <p>refers patients who require further medical or surgical attention.</p>	<ul style="list-style-type: none"> • Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 • Band 7 & equiv. £35,747 • Band 8a & equiv. £45,480 • Band 8b & equiv. £52,906 • Band 8c & equiv. £63,576 • Band 8d & equiv. £76,120 • Band 9 & equiv. £89,816 	
2219	Health professional s not	<p>Audiologist Dental hygiene therapist</p>	<p>provides expert technical and technological support in the delivery of critical care;</p> <p>provides high level support within surgical teams</p>	<ul style="list-style-type: none"> • Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 	

	elsewhere classified	Dietician-nutritionist Family planner Occupational health adviser Paramedical practitioner	<p>before, during and after surgery;</p> <p>operate heart-lung machines during surgical procedures;</p> <p>conducts medical education relevant to specialism and provides team leadership and supervision;</p> <p>diagnoses and treats patients with a variety of hearing-related problems;</p> <p>carries out a range of oral/dental treatments;</p> <p>provides prosthetic devices to patients and advises on rehabilitation.</p>	<ul style="list-style-type: none"> • Band 7 & equiv. £35,747 • Band 8a & equiv. £45,480 • Band 8b & equiv. £52,906 • Band 8c & equiv. £63,576 • Band 8d & equiv. £76,120 • Band 9 & equiv. £89,816 	
2221	Physiotherapists	Electro-therapist Physiotherapist Physiotherapy practitioner	<p>examines medical reports and assesses patient to determine the condition of muscles, nerves or joints in need of treatment;</p> <p>writes up patients' case notes and reports, maintains their records and manages caseload;</p> <p>plans and undertakes therapy to improve circulation, restore joint mobility, strengthen muscles and reduce pain;</p> <p>explains treatment to and instructs patient in posture and other exercises and adapts treatment as necessary;</p> <p>offers advice and education on how to avoid injury and promote patient's future health and</p>	<ul style="list-style-type: none"> • Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 • Band 7 & equiv. £35,747 • Band 8a & equiv. £45,480 • Band 8b & equiv. £52,906 • Band 8c & equiv. £63,576 • Band 8d & equiv. £76,120 • Band 9 & equiv. £89,816 	

			<p>well-being;</p> <p>supervises physiotherapy assistants;</p> <p>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>		
2222	Occupational therapists	Occupational therapist	<p>considers the physical, psychological and social needs of a patient that may result from illness, injury, congenital condition or lifestyle problems;</p> <p>devises, designs, initiates and monitors carefully selected and graded treatments and activities as part of the assessment and intervention process;</p> <p>liaises with a wide variety of other professionals in planning and reviewing ongoing treatments;</p> <p>trains students and supervises the work of occupational therapy assistants;</p> <p>makes home visits to clients, families and carers to organise support and rehabilitation and assist them to deal and cope with disability;</p> <p>counsels clients in ways to promote a healthy lifestyle, prevention of illness and/or preparation for coping with increasing stages of illness;</p> <p>maintains patient records, manages caseloads.</p>	<ul style="list-style-type: none"> • Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 • Band 7 & equiv. £35,747 • Band 8a & equiv. £45,480 • Band 8b & equiv. £52,906 • Band 8c & equiv. £63,576 • Band 8d & equiv. £76,120 • Band 9 & equiv. £89,816 	

2223	Speech and language therapists	<p>Language therapist</p> <p>Speech and language therapist</p> <p>Speech therapist</p>	<p>assesses, tests and diagnoses a client's condition;</p> <p>designs and initiates appropriate rehabilitation and/or remedial programmes of treatment;</p> <p>treats speech and language disorders by coaching and counselling clients or through the use of artificial communication devices;</p> <p>attends case conferences and liaises with other specialists such as doctors, teachers, social workers and psychologists;</p> <p>counsels relatives to help cope with the problems created by a patient's disability;</p> <p>writes reports and maintains client caseloads.</p>	<ul style="list-style-type: none"> • Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 • Band 7 & equiv. £35,747 • Band 8a & equiv. £45,480 • Band 8b & equiv. £52,906 • Band 8c & equiv. £63,576 • Band 8d & equiv. £76,120 • Band 9 & equiv. £89,816 	
2229	Therapy professionals not elsewhere classified	<p>Art therapist</p> <p>Chiropractor</p> <p>Cognitive behavioural therapist</p> <p>Dance movement therapist</p> <p>Family therapist</p> <p>Nutritionist</p> <p>Osteopath</p> <p>Psychotherapist</p>	<p>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;</p> <p>diagnoses and treats disorders of vision and eye movements, monitors subsequent progress and recommends further optical, pharmacological or surgical treatment as required;</p> <p>manipulates and massages patient to discover the cause of pain, relieve discomfort, restore function and mobility and to correct irregularities in body</p>	<ul style="list-style-type: none"> • Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 • Band 7 & equiv. £35,747 • Band 8a & equiv. £45,480 • Band 8b & equiv. £52,906 • Band 8c & equiv. £63,576 • Band 8d & equiv. £76,120 • Band 9 & equiv. £89,816 	

			<p>structure;</p> <p>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;</p> <p>administers aromatic herbs and oils and massage to relieve pain and restore health;</p> <p>assesses and provides treatment for people with mental disabilities, or those suffering with mental illness, stress, and emotional and relationship problems;</p> <p>diagnoses and treats behavioural problems in animals.</p>		
2231	Nurses	<p>District nurse</p> <p>Health visitor</p> <p>Mental health practitioner</p> <p>Nurse</p> <p>Practice nurse</p> <p>Psychiatric nurse</p> <p>Staff nurse</p> <p>Student nurse</p>	<p>assists medical doctors and works with other healthcare professionals to deal with emergencies and pre-planned treatment of patients;</p> <p>manages own case load;</p> <p>monitors patient's progress, administers drugs and medicines, applies surgical dressings and gives other forms of treatment;</p> <p>participates in the preparation for physical and psychological treatment of mentally ill patients;</p> <p>plans duty rotas and organises and directs the work and training of ward and theatre nursing</p>	<p>Pre-registration candidate nurses who either:</p> <ul style="list-style-type: none"> ○ obtained a Nursing and Midwifery Council permission before 30 March 2015 to undertake the Overseas Nursing Programme, or ○ have arranged to sit an Observed Structured Clinical Examination (OSCE) to obtain Nursing and Midwifery 	Yes

			<p>staff;</p> <p>advises on nursing care, disease prevention, nutrition, etc. and liaises with hospital board/ management on issues concerning nursing policy;</p> <p>plans, manages, provides and evaluates nursing care services for patients, supervises the implementation of nursing care plans;</p> <p>delivers lectures and other forms of formal training relating to nursing practice.</p>	<p>Council registration (Band 3 and equivalent):</p> <ul style="list-style-type: none"> ○ £16,271 . ● Band 5 & equiv. £26,375 ● Band 6 & equiv. £29,690 ● Band 7 & equiv. £35,747 ● Band 8a & equiv. £45,480 ● Band 8b & equiv. £52,906 ● Band 8c & equiv. £63,576 ● Band 8d & equiv. £76,120 Band 9 & equiv. £89,816 	
2232	Midwives	<p>Midwife</p> <p>Midwifery sister</p>	<p>monitors condition and progress of patient and baby throughout pregnancy;</p> <p>delivers babies in normal births and assists doctors with difficult deliveries;</p> <p>monitors recovery of mother in postnatal period and supervises the nursing of premature and other babies requiring special attention;</p> <p>advises on baby care, exercise, diet and family planning issues;</p> <p>supervises more junior staff and directs the work</p>	<p>Pre-registration candidate midwives who either:</p> <ul style="list-style-type: none"> ○ obtained a Nursing and Midwifery Council permission before 30 March 2015 to undertake the Adaptation to Midwifery Programme, or ○ have arranged to sit an Observed Structured Clinical Examination 	

			<p>of the midwifery unit;</p> <p>plans and manages midwifery care services;</p> <p>delivers lectures and other forms of training in midwifery practice.</p>	<p>(OSCE) to obtain Nursing and Midwifery Council registration (Band 3 and equivalent): £16,271</p> <ul style="list-style-type: none"> • Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 • Band 7 & equiv. £35,747 • Band 8a & equiv. £45,480 • Band 8b & equiv. £52,906 • Band 8c & equiv. £63,576 • Band 8d & equiv. £76,120 • Band 9 & equiv. £89,816 	
2442	Social worker	<p>Psychiatric social worker</p> <p>Senior practitioner (local government: social services)</p> <p>Social worker</p>	<p>liaises with other health and social care professionals and agencies to identify those in need and at risk within the local community;</p> <p>interviews individuals and groups to assess and review the nature and extent of difficulties;</p> <p>undertakes and writes up assessments to specified standards;</p> <p>arranges for further counselling or assistance in the form of financial or material help;</p> <p>organises support and develops care plans to</p>	<ul style="list-style-type: none"> • Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 • Band 7 & equiv. £35,747 • Band 8a & equiv. £45,480 • Band 8b & equiv. £52,906 • Band 8c & equiv. £63,576 • Band 8d & equiv. £76,120 • Band 9 & equiv. £89,816 	

			<p>address service users' needs;</p> <p>keeps case records, prepares reports and participates in team meetings;</p> <p>gives evidence in court;</p> <p>participates in training and supervision.</p>			
2449	Welfare professionals not elsewhere classified	<p>Children's guardian</p> <p>Rehabilitation officer</p> <p>Social services officer</p> <p>Youth worker (professional)</p>	<p>provides activities to assist young people develop and fulfil their potential as individuals and within the community;</p> <p>advises and supports families experiencing stress or crisis;</p> <p>acts as an advocate for and represents individuals and families at tribunals and similar hearings;</p> <p>oversees, supervises and provides counselling for the process of adoption;</p> <p>mentors and counsels those with mental health problems;</p> <p>provides rehabilitation services to individuals;</p> <p>manages volunteers and part-time workers, and liaises with other relevant professionals;</p> <p>keeps records and controls budgets.</p>	£20,800	£23,100	
3213	Paramedics	<p>Ambulance paramedic</p> <p>Emergency care</p>	<p>drives ambulance or accompanies driver to respond to calls for assistance at accidents,</p>	£20,400	£32,100	

		<p>practitioner</p> <p>Paramedic</p> <p>Paramedic-ECP</p>	<p>emergencies and other incidents;</p> <p>assesses the nature of injuries, provides first aid treatment and ascertains appropriate method of conveying patient;</p> <p>resuscitates and/or stabilises patient using relevant techniques, equipment and drugs;</p> <p>transports and accompanies patients who either require or potentially require skilled treatment whilst travelling;</p> <p>briefs other medical staff when handing over the patient, and completes patient report forms describing the patient's condition and any treatment provided.</p>			
3218	Medical and dental technicians	<p>Cardiographer</p> <p>Dental hygienist</p> <p>Dental technician</p> <p>Medical technical officer</p> <p>Orthopaedic technician</p>	<p>operates equipment to diagnose and record or treat hearing, heart, brain, lung and kidney ailments;</p> <p>undertakes scaling and polishing of teeth, applies medicaments, carries out post-operative hygiene work and advises on preventative dentistry;</p> <p>makes dentures, crowns, bridges, orthodontic and other dental appliances according to individual patient requirements;</p> <p>measures patients for, and fits them with, surgical appliances, hearing aids and artificial limbs;</p>	<ul style="list-style-type: none"> • Band 3 and equivalent: £20,751 • Band 4 and equivalent: £22,698 • Band 5 & equiv. £26,375 • Band 6 & equiv. £29,690 • Band 7 & equiv. £35,747 • Band 9 & equiv. £89,816 		

			performs related medical tasks including treating hair and scalp disorders and conducting tests on glaucoma patients; takes samples for clinical examination.		
3219	Health associate professionals not elsewhere classified	Acupuncturist Homeopath Hypnotherapist Massage therapist Reflexologist Sports therapist	Example job tasks: 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; ⊗ 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.	<ul style="list-style-type: none"> • Band 3 and equivalent: £16,271 • Band 4 and equivalent: £18,838 • Band 5 and equivalent: £21,478 • Band 6 and equivalent: £25,783 • Band 7 and equivalent: £30,765 	
6141	Nursing auxiliaries and assistants	Auxiliary nurse Health care assistant (hospital service) Health care support	Example job tasks: ⊗ performs basic clinical tasks such as taking patients' temperature and pulse, weighing and measuring, performing urine tests and extracting	£16,271	£18,838

		worker Nursing assistant Nursing auxiliary	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.			
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TABLE 3 – EDUCATION & TRAINING

SOC Code	Description	Related Job Titles	Example Job Tasks	New Entrant Salary	Experienced Salary	Key Employment
2311	Higher Education teaching professionals	<ul style="list-style-type: none"> · Fellow (university) · Lecturer (higher education, university) · Professor (higher education, university) · Tutor (higher education, university) · University lecturer 	<p>prepares, delivers and directs lectures, seminars and tutorials;</p> <p>prepares, administers and marks examinations, essays and other assignments;</p> <p>advises students on academic matters and encourages independent research;</p> <p>provides pastoral care or guidance to students;</p> <p>participates in decision making processes regarding curricula, budgetary, departmental and other matters;</p> <p>directs the work of postgraduate students;</p> <p>undertakes research, writes articles and books and attends conferences and other meetings.</p>	£22,917	£28,772	
2312	Further education teaching professionals	<ul style="list-style-type: none"> FE College lecturer Lecturer (further education) 	<p>prepares, delivers and directs lectures, seminars and tutorials;</p> <p>prepares, administers and marks examinations, essays and other assignments;</p> <p>arranges instructional visits and periods of</p>	Lecturer or equivalent (new entrant): £23,705	Senior lecturer / advanced teacher and equivalent: £38,563	

		<p>Teacher (further education)</p> <p>Tutor (further education)</p>	<p>employment experience for students;</p> <p>assists with the administration of teaching and the arranging © of timetables;</p> <p>liaises with other professional and commercial organisations to review course content.</p>	<p>Further education management / principal lecturer and equivalent: £42,941</p>	
2314	Secondary education teaching professionals	<p>Deputy head teacher (secondary school)</p> <p>Secondary school teacher</p> <p>Sixth form teacher</p> <p>Teacher (secondary school)</p>	<p>prepares and delivers courses and lessons in accordance with curriculum requirements and teaches one or more subjects;</p> <p>prepares, assigns and corrects exercises and examinations to record and evaluate students' progress;</p> <p>prepares students for external examinations and administers and invigilates these examinations;</p> <p>maintains records of students' progress and development;</p> <p>supervises any practical work and maintains classroom discipline;</p> <p>undertakes pastoral duties;</p> <p>supervises teaching assistants and trainees;</p> <p>discusses progress with student, parents and/or other</p>	<p>Unqualified teachers undertaking Overseas Trained Teachers Programme and equivalent: £20,800*</p> <p>Qualified teachers and equivalent: £22,917</p> <p>Post-threshold teachers and equivalent: £35,927</p> <p>Leadership group, assistant head teacher, principal teacher and equivalent: £39,374</p>	

			<p>education professionals;</p> <p>assists with or plans and develops curriculum and rota of teaching duties.</p>		
2315	Primary and nursery education teaching professionals	<p>Deputy head teacher (primary school)</p> <p>Infant teacher</p> <p>Nursery school teacher</p> <p>Primary school teacher</p>	<p>prepares and delivers courses and lessons in accordance with curriculum requirements and teaches a range of subjects;</p> <p>prepares, assigns and corrects exercises and examinations to record and evaluate students' progress;</p> <p>prepares students for external examinations and administers and invigilates these examinations;</p> <p>maintains records of students' progress and development;</p> <p>supervises students and maintains classroom discipline;</p> <p>teaches simple songs and rhymes, reads stories and organises various activities to promote language, social and physical development;</p> <p>undertakes pastoral duties;</p> <p>supervises teaching assistants and trainees;</p> <p>discusses progress with student, parents and/or other</p>	<p>Unqualified teachers undertaking Overseas Trained Teachers Programme and equivalent: £20,800*</p> <p>Qualified teachers and equivalent: £22,917</p> <p>Post-threshold teachers and equivalent: £35,927</p> <p>Leadership group, assistant head teacher, principal teacher and equivalent: £39,000</p>	

			<p>education professionals;</p> <p>assists with or plans and develops curriculum and rota of teaching duties.</p>			
3563	Vocational and industrial trainers and instructors	<p>IT trainer</p> <p>NVQ assessor</p> <p>Technical instructor</p> <p>Training consultant</p> <p>Training manager</p>	<p>assesses training requirements and prepares lectures, demonstrations and study aids;</p> <p>supervises trainee development, assists trainees with difficulties and prepares regular progress reports on each trainee for management;</p> <p>arranges work experience and instructional visits for trainees;</p> <p>plans curriculum and rota of staff duties and updates or amends them in light of developments;</p> <p>advises on training programmes and discusses progress or problems with staff and trainees;</p> <p>devises general and specialised training courses in response to particular needs.</p>	£20,800	£22,000	

TABLE 4 - Hospitality & Catering

Hotels and sit-in, fully waited-on licensed sites, which are primarily restaurants.

SOC Code	Description	Related Job Titles	Example Job Tasks	New Entrant Salary	Experienced Salary	Key Employment
5434	Chefs	<ul style="list-style-type: none"> • Chef • Chef-manager • Head chef • Pastry chef 	<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. 	£29,570.00		YES

TABLE 5 - Non-sector specific

All businesses who satisfy the standard eligibility requirements.

SOC Code	Description	Related Job Titles	Example Job Tasks	New Entrant Salary	Experienced Salary	Key Employment
2111	Chemical Scientists	<ul style="list-style-type: none"> • Analytical chemist • Chemist • Development chemist • Industrial chemist • Research chemist 	<ul style="list-style-type: none"> • develops experimental procedures, instruments and recording and testing systems; • conducts experiments to identify chemical composition, 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. 	£21,000.00	£27,200.00	
2150	Research & Development managers	<ul style="list-style-type: none"> • Creative manager (research and development) • Design manager • Market research 	<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 	£27,700.00	£34,800.00	

		<p>manager</p> <ul style="list-style-type: none"> • Research manager (broadcasting) 	<p>reports upon research investigations undertaken;</p> <ul style="list-style-type: none"> • 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. • 			
1115	Chief Executives and Senior Officials	<ul style="list-style-type: none"> • Chief executive • Chief medical officer • Civil servant (grade 5 & above) • Vice President 	<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; 	£35,300.00	£52,900.00	

			<ul style="list-style-type: none"> • 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. 			
1132	Marketing & Sales Directors	<ul style="list-style-type: none"> • Marketing director • Sales director 	<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. 	£33,300.00	£47,900.00	Yes

1133	Purchasing managers and directors	<ul style="list-style-type: none"> • Bid manager • Purchasing manager 	<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 goods and ensures suppliers deliver on time; • 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. 	£30,000.00	£36,600.00	
1134	Advertising and public relations directors	<ul style="list-style-type: none"> • Account director (advertising) • Head of public relations 	<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 	£28,300.00	£46,000.00	

			<p>desired product image in an effective and economical way;</p> <ul style="list-style-type: none"> • 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. 			
1135	Human resource managers and directors	<ul style="list-style-type: none"> • Human resources manager • Personnel manager • Recruitment manager 	<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 	£27,000.00	£35,000.00	

			<p>productivity;</p> <ul style="list-style-type: none"> • stays abreast of relevant legislation, considers its impact on the organisation's HR strategy and recommends appropriate action. 			
1139	Functional managers and directors n.e.c.	<ul style="list-style-type: none"> • Manager (charitable organisation) • Research director 	<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. 	£24,100.00	£35,100.00	

2413	Solicitors	<ul style="list-style-type: none"> • Managing clerk (qualified solicitor) • Solicitor • Solicitor-partner • Solicitor to the council 	<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 documents relevant to the case being undertaken and prepares papers for court; • represents clients in court. 	£24,700.00	£32,000.00	
2419	Legal professionals n.e.c.	<ul style="list-style-type: none"> • Attorney • Justice's clerk • Lawyer • Legal adviser • Legal consultant • Legal counsel • Solicitor's clerk (articled) 	<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 	£33,300.00	£44,100.00	

			<p>as necessary.</p> <ul style="list-style-type: none"> • 			
2429	Business research and administrative professionals n.e.c.	<ul style="list-style-type: none"> • Civil servant (grade 6, 7) • Company secretary (qualified) • Policy adviser (government) • Registrar (government) 	<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 monitors and evaluates performance; • 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 	£24,300.00	£29,400.00	

			<p>causes of death to the coroner.</p> <ul style="list-style-type: none"> • 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. 			
2462	Quality assurance and regulatory professionals	<ul style="list-style-type: none"> • Compliance manager • Financial regulator • Patent attorney • Quality assurance manager • Quality manager 	<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. 	£24,300.00	£30,400.00	
2471	Journalists, newspaper and periodical editors	<ul style="list-style-type: none"> • Broadcast journalist • Editor • Journalist • Radio journalist 	<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 	£20,800.00	£25,100.00	

		<ul style="list-style-type: none"> Reporter 	<p>programme editor;</p> <ul style="list-style-type: none"> 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. 			
2472	Public relations professionals	<ul style="list-style-type: none"> Account manager (public relations) Information officer (public relations) PR consultant Press officer Public relations officer 	<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. 	£20,800.00	£23,000.00	
2473	Advertising accounts managers and creative directors	<ul style="list-style-type: none"> Account manager (advertising) Advertising Manager Campaign 	<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; 	£22,800.00	£28,300.00	

		<ul style="list-style-type: none"> • Manager • Creative Director • Projects Manager (advertising) 	<ul style="list-style-type: none"> • reviews and revises campaign in light of sales figures, surveys, etc.; • stays abreast of changes in media, readership or viewing figures and advertising rates; • arranges conferences, exhibitions, seminars, etc. to promote the image of a product, service or organisation. 			
3413	Actors, entertainers and presenters	<ul style="list-style-type: none"> • Actor • Disc jockey • Entertainer • Presenter (broadcasting) • Singer 	<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. 	£20,800.00	£24,200.00	
3543	Marketing	<ul style="list-style-type: none"> • Business development 	<ul style="list-style-type: none"> • discusses business methods, products or services and targets customer group with employer or client 	£20,800.00	£21,900.00	

	associate professionals	<p>executive</p> <ul style="list-style-type: none"> • Fundraiser • Market research analyst • Marketing consultant • Marketing executive 	<p>in order to identify marketing requirements;</p> <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 made in terms of design, price, packaging, promotion etc. in light of market research with appropriate departments; • briefs advertising team on client requirements, monitors the progress of advertising campaigns and liaises with client on potential modifications. 			
4161	Office Managers	<ul style="list-style-type: none"> • Business support manager • Delivery office manager • Office manager • Practice manager • Sales administration manager • Sales office manager 	<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 	£20,800.00	£23,300.00	

			accommodation bureaux.			
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TABLE 6 - Financial & Professional Services

All businesses who satisfy the standard eligibility requirements

SOC Code	Description	Related Job Titles	Example Job Tasks	New Entrant Salary	Experienced Salary	Key Employment
1131	Financial Managers & Directors	<ul style="list-style-type: none"> Investment banker Treasury manager 	<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. 	£26,700.00	£40,400.00	Yes
1150	Financial Institution	<ul style="list-style-type: none"> Bank manager 	<ul style="list-style-type: none"> plans, organises, directs and co-ordinates the 	£26,600.00	£35,800.00	

	managers and directors	<ul style="list-style-type: none"> Insurance manager 	<p>activities of financial institutions;</p> <ul style="list-style-type: none"> verifies that accounting, recording and information storage and retrieval procedures are adhered to; authorises loans and mortgages in accordance with bank or building society policy; 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. 			
2421	Chartered and certified accountants	<ul style="list-style-type: none"> Qualified Accountant Qualified Auditor Chartered Accountant Company Accountant Qualified Cost 	<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 	£21,600.00	£28,600.00	Yes

		<p>Accountant</p> <ul style="list-style-type: none"> • Qualified Financial controller • Qualified Management Accountant 	<p>insolvency, fraud, possible mergers, etc.;</p> <ul style="list-style-type: none"> • 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 aspects of productivity, stock holding, sales, new products, etc. 			
3532	Brokers	<ul style="list-style-type: none"> • Foreign exchange dealer • Insurance broker • Investment administrator • Stockbroker • Trader (stock exchange) 	<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; • records and transmits buy and sell orders for stocks, shares and bonds and calculates transaction costs; • provides independent advice on the suitability of 	£22,200.00	£40,500.00	

			<p>insurance schemes and places insurance on behalf of client;</p> <ul style="list-style-type: none"> • 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. 			
3534	Finance and investment analysts and advisers	<ul style="list-style-type: none"> • Financial adviser • Financial analyst • Financial consultant • Mortgage adviser • Pensions consultant 	<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; • 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 	£21,400.00	£26,900.00	

			<p>information for their clients;</p> <ul style="list-style-type: none"> • 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. 			
3535	Taxation experts	<ul style="list-style-type: none"> • Tax adviser • Tax consultant • Tax inspector • Taxation specialist 	<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 precedent; • discusses disputed cases with accountants and other specialists; • represents Government, client or employer in contested claims before tax officials or an independent tribunal. 	£20,800.00	£33,900.00	
3538	Financial accounts	<ul style="list-style-type: none"> • Accounts manager 	<ul style="list-style-type: none"> • develops and manages business accounts to increase sales of financial products; 	£22,200.00	£27,500.00	

	managers	<ul style="list-style-type: none"> • Audit manager • Credit manager • Fund manager • Relationship manager (bank) 	<ul style="list-style-type: none"> • 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. 			
3537	Financial and accounting technicians	<ul style="list-style-type: none"> • Accounting technician • Business associate (banking) • Financial controller • Insolvency administrator • Managing clerk (accountancy) 	<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 	£21,500.00	£28,800.00	

			information on accounting practices to auditors.			
3539	Business and related associate professionals n.e.c.	<ul style="list-style-type: none"> • Business systems analyst • Data analyst • Marine consultant • Planning assistant • Project administrator • Project coordinator 	<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 measuring work involved and computing standard times for specified activities, and produces report detailing suggestions for increasing efficiency and lowering costs; • 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. 	£20,800.00	£21,900.00	
3541	Buyers and procurement	<ul style="list-style-type: none"> • Buyer • Procurement 	<ul style="list-style-type: none"> • attends trade fairs, shows and demonstrations to research new product lines and suppliers, checks 	£20,800.00	£23,800.00	

	officers	officer <ul style="list-style-type: none"> • Purchasing consultant • Project coordinator 	catalogues; <ul style="list-style-type: none"> • 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; • assesses bids from suppliers, finds suppliers and negotiates prices; • helps negotiate contract with supplier and specifies details of goods or services required; • 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; • maintains records and prepares reports as necessary. 			
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4123	Banks and post office clerks	<ul style="list-style-type: none"> • Bank clerk • Bank Cashier • Customer adviser (building society) • Customer service officer (bank) • Post office clerk 	<ul style="list-style-type: none"> • deals with enquiries from customers, other banks and other authorised enquirers; • maintains records of transactions and compiles information; • advises customers on financial services and products available; • manages the operations of a sub-post office; • receives and pays out cash, cheques, money orders, credit notes, foreign currency or travellers cheques; • provides postal services, pays state pensions, unemployment and other state benefits to claimants, supplies official forms and documentation to the public, and performs other tasks specific to the activities of a post office. 	£18,000.00	£22,000.00	
4129	Financial administrative occupations n.e.c.	<ul style="list-style-type: none"> • Cashier • Finance administrator • Finance assistant • Finance clerk • Tax assistant • Treasurer • Valuation 	<ul style="list-style-type: none"> • receives and pays out cash to customers in non-financial organisations such as turf accountants; • sells tickets in theatre and cinema box offices, sports stadiums etc.; • performs duties as cashier in schools, local government and other public sector organisations, legal and insurance services; • administers grants and student loans in educational institutions; • carries out clerical tasks in stockbroking companies, 	£18,000.00	£22,000.00	

		assistant	banking and credit card companies.			
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TABLE 7 - Engineering & Manufacturing

SOC Code	Description	Related Job Titles	Example Job Tasks	New Entrant Salary	Experienced Salary	Key Employment
2122	Mechanical Engineers	<ul style="list-style-type: none"> • Aeronautical engineer (professional) • Aerospace engineer • Automotive engineer (professional) • Marine engineer (professional) • Mechanical engineer (professional) 	<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. 	£27,400.00	£32,900.00	

2124	Electronics Engineers	<ul style="list-style-type: none"> • Avionics engineer • Broadcasting engineer (professional) • Electronics engineer (professional) • Microwave engineer • Telecommunication s engineer (professional) 	<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 production and/or installation methods and quality and safety standards; • organises and establishes control systems to monitor performance and evaluate designs; • tests, diagnoses faults and undertakes repair of electronic equipment. 	£25,200.00	£31,300.00	
2129	Engineering professionals n.e.c.	<ul style="list-style-type: none"> • Acoustician (professional) • Ceramicist • Food technologist • Metallurgist • Patent agent • Project engineer • Scientific consultant • Technical engineer 	<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; 	£26,100.00	£32,000.00	

		<ul style="list-style-type: none"> • Technologist • Traffic engineer 	<ul style="list-style-type: none"> • devises and implements control systems to monitor operational efficiency and performance of system and materials; • prepare 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. 			
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