

TERMS OF ENGAGEMENT OF PERMANENT WORKERS

These terms of Engagement ('these terms') form a contract for services and sets out the entire agreement between the Work-Seeker seeking permanent work and the Employment Agency. The Employment Agency in this case is acting as an employment agency. In these Terms, references to the singular include the plural and vice versa, and the following definitions apply;

'**Client**' means any person, firm, company or organisation requiring the Employment Agency to propose Candidates.

'**Candidates**' means any person seeking permanent employment with a client;

'**Placement**' means any activity in the United Kingdom for which a Client asks the Employment Agency to propose Candidates;

1. The Employment Agency's Responsibilities

1.1 The Employment Agency agrees to introduce
to a client where, at the discretion of the Employment Agency, there is a suitable placement and agrees to seek to find
placements for the Work-Seeker in accordance with and subject to these Terms.

1.2 The Work-Seeker is not obliged to take any Placement offered by the Employment Agency.

1.3 The relationship between the Work-Seeker and Employment Agency shall not be one of employment; the Employment Agency shall have no obligation to offer a minimum number of suitable Placements. It shall be entirely within the discretion of the Employment Agency (based on the Client's requirements) whether the Work-Seeker is suitable for any particular placement and therefore passing the Work-Seeker's curriculum vitae to the Client.

1.4 The Employment Agency cannot guarantee to find the Work-Seeker a permanent placement.

2. The Work-Seeker's Responsibilities

2.1 To inform the Employment Agency immediately of any changes to the information provided to the Employment Agency which may affect the Work-Seeker's ability to engage in a Placement, **and to provide evidence of any relevant qualifications, together with any specific documentation requested by the Employment Agency, prior to the commencement of any Placement. This includes requirements of confirming identity as per the Employment Agencies Act of 1973.**

2.2 Not divulge to any person, nor use for the Work-Seekers, or any other person's benefit, any confidential information in relation to the Client or the Employment Agency or to any of their employee's, business affairs, transactions or finances at any time which the Work-Seeker's may acquire during these terms, throughout the Employment Agency's registration process, or at a Client interview.

3. General

3.1 The Employment Agency operates an Equal Opportunities policy governing its dealings with Work-Seekers. Copies of the Policy are available from the Employment Agency upon written request.

3.2 Unless specifically agreed in writing with the Work-Seeker in advance, neither the Employment Agency nor any Client shall be responsible for any arrangements for or costs of travel or accommodation or expenses incurred by the Work-Seeker in respect of Placement.

3.3 The Work-Seeker acknowledges and accepts that the Employment Agency shall have no liability whatsoever to the Work-Seeker as a result of these Terms.

Signed by the work seeker

Date