

Lists of acceptable documents for right to work checks

Where a right to work check has been conducted using the online right to work checking service, the information is provided in real-time directly from Home Office systems and there is no requirement for employers to check any of the documents listed below.

List A – Acceptable documents to establish a continuous statutory excuse

List A contains the range of documents which may be accepted for checking purposes for an individual who has a continuous right to work in the UK (including British and Irish citizens). If the right to work checks are followed as prescribed, employers will establish a continuous statutory excuse for the duration of that individual's employment with them.

List A documents include:

1. a passport (current or expired) showing the holder is a British citizen.
2. a passport or passport card (in either case, whether current or expired) showing that the holder is an Irish citizen.
3. a document issued by the Bailiwick of Jersey, the Bailiwick of Guernsey or the Isle of Man, which has been verified as valid by the ECS, showing that the holder has been granted unlimited leave to enter or remain under Appendix EU(J) to the Jersey Immigration Rules, Appendix EU to the Immigration (Bailiwick of Guernsey) Rules 2008 or Appendix EU to the Isle of Man Immigration Rules.
4. a current passport endorsed to show that the holder is exempt from immigration control, is allowed to stay indefinitely in the UK, has the right of abode in the UK, or has no time limit on their stay in the UK.
5. a current Immigration Status Document issued by the Home Office to the holder with an endorsement indicating that the named individual is allowed to stay indefinitely in the UK or has no time limit on their stay in the UK, together with an official document giving the individual's permanent National Insurance number and their name issued by a government agency or a previous employer.
6. a long or short birth or adoption certificate issued in the UK, together with an official document giving the individual's permanent National Insurance number and their name issued by a government agency or a previous employer.
7. a birth or adoption certificate issued in the Channel Islands, the Isle of Man or Ireland, together with an official document giving the individual's permanent National Insurance number and their name issued by a government agency or a previous employer.
8. a certificate of registration or naturalisation as a British citizen, together with an official document giving the person's permanent National Insurance number and their name issued by a government agency or a previous employer.

List B Group 1 – Acceptable documents where a time-limited statutory excuse lasts until the expiry date of leave to enter or remain

List B contains the range of documents which may be accepted for checking purposes for an individual who has a temporary right to work in the UK. If the right to work checks are followed as prescribed, employers will establish a time-limited statutory excuse. Employers will be required to carry out a follow-up right to work check.

List B Group 1 documents include:

1. a current passport endorsed to show that the holder is allowed to stay in the UK and is currently allowed to do the type of work in question.
2. a document issued by the Bailiwick of Jersey, the Bailiwick of Guernsey or the Isle of Man, which has been verified as valid by the ECS, showing that the holder has been granted limited leave to enter or remain under Appendix EU(J) to the Jersey Immigration Rules, Appendix EU to the Immigration (Bailiwick of Guernsey) Rules 2008 or Appendix EU to the Isle of Man Immigration Rules.
3. a current Immigration Status Document containing a photograph issued by the Home Office to the holder with a valid endorsement indicating that the named individual may stay in the UK and is allowed to do the type of work in question, together with an official document giving the individual's permanent National Insurance number and their name issued by a government agency or previous employer.

List B Group 2 – Acceptable where a time-limited statutory excuse lasts for six months

List B Group 2 documents include:

1. a document issued by the Home Office showing that the holder has made an application for leave to enter or remain under Appendix EU to the immigration rules (known as the EU Settlement Scheme or EUSS) on or before 30 June 2021 together with a Positive Verification Notice from the ECS.
2. a Certificate of Application (non-digital) issued by the Home Office showing that the holder has made an application for leave to enter or remain under Appendix EU to the immigration rules (known as the EU Settlement Scheme or EUSS), on or after 1 July 2021, together with a Positive Verification Notice from the ECS.
3. a document issued by the Bailiwick of Jersey, the Bailiwick of Guernsey, or the Isle of Man, showing that the holder has made an application for leave to enter or remain under Appendix EU(J) to the Jersey Immigration Rules or Appendix EU to the Immigration (Bailiwick of Guernsey) Rules 2008, or Appendix EU to the Isle of Man Immigration Rules together with a Positive Verification Notice from the ECS.
4. an Application Registration Card issued by the Home Office stating that the holder is permitted to take the employment in question, together with a Positive Verification Notice from the ECS.
5. a Positive Verification Notice issued by the ECS to the employer or prospective employer, which indicates that the named individual may stay in the UK and is permitted to do the work in question.