



[Right to work checks: COVID-19 guidance factsheet](#)

Guidance on conducting Right to Work checks during the COVID-19 pandemic.

Right to Work checks have been temporarily adjusted to make it easier for employers to carry them out during the coronavirus outbreak.

The adjustments mean that until further notice, employers do not need to see original documents and can complete checks over video calls.

How to conduct a Right to Work check during COVID-19 measures

- Ask the worker to submit a scanned copy or a photo of their original documents via email or using a mobile app
- Arrange a video call with the worker – ask them to hold up the original documents to the camera and check them against the digital copy of the documents
- Record the date you made the check and mark it as ‘adjusted check undertaken on [insert date] due to COVID-19’
- If the worker has a current Biometric Residence Permit or Biometric Residence Card or status under the EU Settlement Scheme, you can use the [online right to work checking service](#) while doing a video call - the applicant must [give you permission to view their details](#)

The latest guidance is available [here](#) GOV.UK.

Frequently asked questions

What is the Right to Work Scheme?

The Right to Work Scheme was introduced to prevent illegal working. Employers can check prospective employees have a legal right to work by conducting simple document checks. By carrying out checks, employers ensure they would not be liable for a civil penalty.

Why is the Home Office adjusting Right to Work checks?

We are committed to supporting employers during this national emergency. Social distancing measures mean it is not possible to do Right to Work checks in the usual way, so we are adjustment checks to allow them to be done without having the original documents.

What will happen after the COVID-19 measures end?

We will let you know in advance when these measures will end. After that date, you should follow the checking process set out in [an employer's guide to right to work checks](#).

What if a job applicant or existing worker cannot provide documents?

You must contact the [Home Office Employer Checking Service](#). If the person has a Right to Work, the Employer Checking Service will send you a ‘Positive Verification Notice’. This protects you from a civil penalty for six months from the date in the notice.