

FOI request reference: <b>FOI181211CHA</b>	
Details of the request:	Our assessment:
<p>In April 2017 Government introduced new rules into the public sector called the off-payroll reforms, commonly referred to as “IR35”.</p> <p><a href="https://www.gov.uk/guidance/off-payroll-working-in-the-public-sector-reform-of-intermediaries-legislation">https://www.gov.uk/guidance/off-payroll-working-in-the-public-sector-reform-of-intermediaries-legislation</a></p> <p>We understand you planned for this and developed a set of internal guidelines to be used when on boarding flexible workers, or contractors.</p> <p>Please can you:</p>	
<p>1. Send us a copy of your internal guidelines used for this.</p>	<p>Please find attached our internal procedure flowchart.</p>
<p>2. Send us any policies you use surrounding this.</p>	<p>We do not have any policies, we use the <a href="#">HMRC guidance</a>.</p>
<p>3. Send us any documents you use to explain your policies to agencies who supply workers.</p>	<p>We do not have documents to explain to agencies as we use agencies that are aware of the regulations.</p>

**4. Send us your internal guidance explaining how you assess the status for each contractor.**

**We do not have internal guidance on assessing status, and we use the [HMRC assessment tool](#) to assess whether any engagement is within or without the IR35 rules.**