EU Settlement Scheme
Employer briefing sessions

January 2019
By the end of this session you will have an understanding of the EU Settlement Scheme and testing phases, as well as how we can work together to support your members and their EU citizen employees. You will also have had an opportunity to ask questions.
The EU Settlement Scheme

What does it mean for EU citizens?

European Union (EU) citizens and their family members living in the UK need to apply to the EU Settlement Scheme if they want to continue living here beyond 31 December 2020.

The EU Settlement Scheme will allow EU citizens and their family members to continue to live, work and study here in the UK. It will mean that they continue to be eligible for:

- public services, such as healthcare and schools
- public funds and pensions
- British citizenship, if they want to apply and meet the requirements.

Who is eligible for the EU Settlement Scheme?

- EU, EEA and Swiss citizens and their family members
- Resident in the UK by 31 December 2020. Those resident in the UK for more than five years will be eligible for settled status. Those resident in the UK for less than five years will be eligible for pre-settled status
- People who are not serious or persistent criminals, or a threat to national security
- Irish citizens do not need to apply to the EU Settlement Scheme, but they can if they want to
The EU Settlement Scheme

How does the EU Settlement Scheme application process work?

1. **Proof of identity**
   - Verify proof of identity and nationality by scanning a passport or national identity card and uploading a facial photograph.
   - Alternatively, documentation may be sent by post.

2. **Proof of residence**
   - Confirm proof of residence in the UK by providing a National Insurance number, if available.
   - Alternatively, other documentation may be provided.

3. **Criminality check**
   - Complete the criminality check by declaring any criminal convictions.

When does it open?

- The scheme will be fully open to the public by **30 March 2019** and the deadline for making applications is **30 June 2021**.
- In the event of a no deal exit from the EU, EU citizens and their family members who are resident here by 29 March 2019 will have until 31 December 2020 to apply for status.
- The scheme has been piloted over the last few months - the current pilot phase started on 21 January 2019.

Questions so far...?
The Home Office is testing the EU Settlement Scheme application process before it opens fully, which will be by 30 March 2019. It is a test of the process but also an opportunity to test our communications approach.

Overview of testing to date

• We have run a series of pilots since August which have involved the following cohorts:
  – three NHS Trusts in the North West
  – Higher education institutions
  – Health and social care sector
• We supported participating organisations by providing them with communications support through various channels:
  – Webinars
  – Email templates
  – Briefing pack
  – Ongoing support

PB2 evaluation

• The second private beta testing (PB2) was launched on 1 November 2018 and ended 21 December 2018. In this pilot there were 29,987 applications.
• By 14 January 27,211 decisions had been made, 70% granted settled status and 30% granted pre-settled status. No cases had been refused.
• 69% of decided cases were processed in three working days, 81% processed within a week.
• 1,330 completed feedback, 77% stated it was very easy or fairly easy.
• 90% of users successfully proved their ID using the app.
• 84% proved residence through the interface to HMRC/DWP and did not have to send any further information.
• A report has been issued on the evaluation of PB2. You can find the report here.
Piloting the scheme (2 of 2)

Public pilot testing

- We are currently running a **larger pilot (public pilot)** before the EU Settlement Scheme fully opens in March 2019.
- **This testing phase opened on 21 January 2019.** All EU citizens and their family members are now eligible to apply to the scheme. To apply in this pilot they will need to have a valid passport or biometric residence card.
- The purpose of this pilot is to ensure that the **system and processes** of the EU Settlement Scheme have been tested before they are fully launched in March.
- We are partnering with a select group of **employers to support delivery** and distribution of communication materials.
- We have provided participating organisations with **communications resources**.

How the public pilot works

- Applicants will be able to apply independently in their own time using the **application link**.
- Applicants will need to be able to download the **EU Exit: ID Document Check app** and must have a valid biometric passport (this is an e-passport which has a digital chip), or a biometric residence card if they a non-EU citizen, to use for proof of identity during this pilot.
- If applicants cannot get access to this app during the pilot there will be **alternative ways to verify identity** once the scheme launches by 30 March 2019.
The importance of employers

We are communicating to EU citizens about the EU Settlement Scheme through four key channels.

- Employers
- Community groups
- Local authorities
- Direct marketing

Why are we focusing on employers?

- More than two thirds of all EU citizens in the UK are currently working here.
- Employers are often a trusted source of information.
- Some businesses are already preparing for the potential impact of the UK’s exit from the EU. Ensuring the continuity of their workforce is a critical part of this.

What the EU Settlement Scheme means for employers?

- Employers have a duty not to discriminate against EU citizens in light of the UK’s decision to leave the EU as both a prospective and current employer.
- Current ‘right to work’ checks (e.g. passport and/or national identity card) apply until the end of 2020. There will be no change to the rights and status of EU citizens living in the UK until 2021.
- There is no legal obligation for employers to communicate the EU Settlement Scheme, however they may wish to signpost the information the Government is providing.
- They do not have to interpret information provided by the Government and they must be careful not to provide immigration advice.
Re-cap on employer activities to date

What we have done so far:

- **Employer toolkit testing**: June
  - Interactive sessions providing guidance on how to use the communications.

- **Employer toolkit launch**: July
  - Initial materials and content available on GOV.UK.

- **Ministerial employer briefing**: July
  - Briefing session to hear about the scheme draft rules.

- **Employer toolkit update**: December
  - Updated with additional materials including digital and social media assets in response to feedback.

- **Briefing sessions**: Now
  - Briefing sessions with employers to raise awareness of next steps with the scheme.
We have developed a range of communications materials which enables employers to select the resources that best suit their needs. We recognise there is no one-size-fits-all approach and that different organisations will need different things.

<table>
<thead>
<tr>
<th>Materials to support employers</th>
<th>Materials to share with EU Citizens</th>
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<tbody>
<tr>
<td><strong>Toolkit introduction pack</strong></td>
<td><strong>Briefing pack</strong></td>
</tr>
<tr>
<td>Key information about the EU Settlement Scheme and guidance for employers on how to use the toolkit materials.</td>
<td>Can be used for presentations at face-to-face events or webinars with EU citizen employees.</td>
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<tr>
<td><strong>Posters</strong></td>
<td><strong>Leaflets</strong></td>
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<tr>
<td>Visually engaging posters and one-pager providing key info about the scheme and timelines.</td>
<td>Leaflets focusing on important information, eligibility requirements and more.</td>
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<tr>
<td><strong>Digital: videos / animations</strong></td>
<td><strong>Social media</strong></td>
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<tr>
<td>Informative videos, including an application process animation, as well as videos of “EU citizens’ stories”.</td>
<td>Social media assets to download and share to extend the reach to EU citizens including graphics and short animations.</td>
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</tbody>
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We encourage you to direct your employer contacts to the employer toolkit on GOV.UK for further information and support in communicating the EU Settlement Scheme to EU citizen employees.
Where to go for support

EU Settlement Scheme Communications Team

For questions on communications materials and support, please contact:

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EUSS Resolution Centre details

**Contact about EUSS applications**

By telephone:
Inside the UK **0300 123 7379**  
Outside the UK **+44 (0)20 3080 0010**

Find out about [call charges](#).

By asking a question using the [online submissions form](#).

Questions...?