

Immigration

New Developments in Work Permit Applications for Contract Service Providers

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A Contract Service Provider is a Foreign based employer who provides employees to fulfill specific contractual obligations with an Irish based Company.

On 11 May 2006 the Department of Enterprise Trade and Employment introduced a new policy for Contract Service Providers when applying for Work Permits. Prior to this introduction evidence must have been submitted to the Department that the employee was a full time permanent employee of the Foreign based company. No specific duration of employment was required. The new policy now requires the employee in question to be in full time permanent employment with the Foreign based company for the 12 months prior to coming to Ireland and evidence of this must be produced when submitting the work permit applications.

The full requirements when applying to the Department of Enterprise Trade and Employment for a Work Permit for a Contract Service Provider are as listed below:

- 1 The Foreign-based employer must acquire an Employer's Registered Number (ERN) from the Revenue Commissioners and establish an office or appoint an agent in Ireland.
- 2 An original legally binding signed contract between the Foreign-based company and Irish based company specifying the service to be provided, the location of the employment, the duration of the contract and the number of non-EEA nationals required must be submitted with the work permit application.
- 3 First time application forms must be filled out by the Foreign-based employer in respect of each non-EEA national required enclosing all relevant attachments and enclosing documentation confirming that the non-EEA national is a full-time permanent employee of the company for the last six months.
- 4 Confirmation from the Foreign-based employer that the non-EEA nationals concerned will be registered for a Personnel and Public Service Number (PPS) with the Department of Social and Family Affairs on receipt of their work permit and that their tax affairs in Ireland will be kept in order must be submitted with the work permit application.
- 5 The transfer duration must exceed 90 days.

For further information in relation to these policy changes please contact David Cantrell or Jessica Loughnane