**Tier 2 supporting letter from chambers**

*INSTRUCTIONS: This should be on headed paper, dated and signed by the Senior Clerk or Head of Chambers. The sections in red font should be amended as appropriate. Please email or send the completed letter to Immigration (details below).*

Services

The General Council of the Bar

289-293 High Holborn

London WC1V 7HZ

Immigration@BarCouncil.org.uk

Date

Dear Services,

**Re: the Bar Council’s sponsorship under Skilled Worker of NAME OF NON-EEA NATIONAL**

I understand that FULL NAME OF PUPIL/TENANT is applying to the Bar Council of England and Wales for a Skilled Worker Certificate of Sponsorship in order that they can then apply to the UK Border Agency for a visa to work as a PUPIL/TENANT of England and Wales between START DATE and END DATE in XX CHAMBERS.

NAME is projected to have gross yearly earnings of £XX. This is an accurate figure that can be verified by evidence should it be checked at any point during their sponsorship period by the UK Border Agency. NAME will be given XX allowances.

I understand that the UK Border Agency imposes a number of obligations on the Bar Council as a Skilled worker sponsoring organisation with respect to the individuals who are successfully granted visas under the scheme, as detailed in the [Policy Guidance Temporary ad skilled worker sponsors](http://www.ukba.homeoffice.gov.uk/sitecontent/documents/employersandsponsors/pbsguidance/). I understand that if the Bar Council fails to comply with its sponsor duties it risks its licence being revoked, suspended or downgraded to a B-rating, and/or a reduction in the number of certificates of sponsorship it is permitted to assign. The Bar Council’s staff working on the sponsorship programme also face being fined or jailed. I understand that the Bar Council wishes to ensure that its position as a sponsor is protected in order that its sponsorship status and consequent ability to sponsor other individuals is maintained and that it relies on chambers compliance with certain procedures to avoid any breach of immigration laws by the sponsored migrant and ensure that the UKBA is notified immediately if any breach occurs.

I therefore understand the importance of XX chambers complying with the following responsibilities in relation to the sponsorship of FULL NAME OF TENANT. I will ensure that the Bar Council is immediately notified in the following circumstances (and will comply with the other duties that arise from such circumstances):

1. If a sponsored migrant does not turn up for their first day of work. I will include any reason given by the migrant for their non-attendance (for example a missed flight);
2. If a sponsored migrant’s tenancy within chambers is terminated early, either because the migrant resigns or is dismissed. If they have moved to another set of chambers I will include the name and address of it, if known;
3. If the migrant moves into an immigration route that does not require a sponsor;
4. If the migrant takes a period of unpaid leave which is not covered by the exceptions in S4.10 to S4.13 of the [Guidance for sponsors](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/946055/2020-12-17_Sponsor-guidance-Part-2-sponsor-a-worker-12-20_v1.0.pdf);
5. If there are any significant changes in the sponsored migrant’s circumstances, for example:
	1. A promotion or change in job title/core duties, other than those which require a change of employment application.
	2. A change of earnings from the level stated on the migrant’s CoS, other than changes

due to annual increments, bonuses or a change of employment application being

made;

* 1. A change of earnings from the level stated on the migrant’s CoS due to a period of

maternity, paternity or adoption leave, or a period long-term sick leave that lasted for one month or longer.

* 1. The location the migrant is employed at changes, or if the duration of their contract of/for employment/services is shortened.
1. The migrant’s employment is affected by TUPE being triggered. For example if chambers is involved in, a merger or demerger.
2. If a third party or intermediary, whether in the UK or abroad has assisted chambers in the recruitment of migrant employees or students, providing their details.
3. If a migrant is absent from work for more than 10 consecutive working days without chamber’s permission, you must report this within 10 working days of the 10th day of absence;
4. If there are any significant changes in chambers own circumstances, for example, if all or part of the business is sold, ceases trading, becomes insolvent, the nature of the business substantially changes, is involved in a merger, is taken over or goes into administration I will report this within 28 calendar days and in the case of going into administration, will detail who has been appointed as the administrator.
5. Chambers will give the police any information it has that suggests that any migrant is engaging in terrorism or other criminal activity.

Kind regards,

SIGNATURE

Senior Clerk/Head of Chambers