

CRICKET WORK PERMIT CRITERIA FOR THE 2006 SEASON (INCLUDING INDOOR CRICKET)

These criteria were updated following a meeting between Work Permits (UK) and the England and Wales Cricket Board (ECB) held on 1 November 2005 at Lord's Cricket Ground.

The criteria have also been agreed by Cricket Scotland and the Irish Cricket Union.

Work permits will only be issued to people employed by county/clubs who are affiliated to the relevant governing body. The application should include details of affiliation. If necessary, Work Permits (UK) will contact the governing bodies for confirmation.

This includes applications for employment in **indoor cricket** from clubs who play in the British Indoor Cricket Association (BICA) League.

Applications from clubs in England and Wales:

ECB Cricket Department
Lord's Cricket Ground
London
NW8 8QZ
Tel: 020 7432 1200
Fax: 020 7289 5619
Email: Cricket@ecb.co.uk

Applications from clubs in Scotland:

Cricket Scotland
National Cricket Academy
MES Sports Centre
Ravelston
Edinburgh
EH4 3NT
Tel: 0131 313 7420
Fax: 0131 313 7430
Email: admin@cricketScotland.com

Applications from clubs in Northern Ireland:

Irish Cricket Union
The Diamond
Malahide
Co. Dublin
Republic of Ireland
Tel: 00 353 1 845 0710
Fax: 00 353 1 845 5545
Email: typetext@eircom.net

CLUB CONTACTS

Where the club has a contact at an address other than the club address they should give an official contact, such as the club secretary or team captain. To verify these details the club should send a copy of either the current fixture list or the member's handbook that contains the names and addresses of the club officials. No other name and address should be used to

correspond with or send the permit to. Another possible source for this information is the club's official website that can be found on play-cricket.com.

CRITERIA FOR PLAYERS AND PLAYER/COACHES

EVIDENCE REQUIRED FOR ALL PLAYER AND PLAYER /COACH APPLICATIONS

To ensure that overseas players and player/coaches contribute to the development of the game in the UK it has been agreed with the governing bodies that the county/club must, **in all cases**, provide evidence that the individual:

- has attained a qualification to at least ECB Coach (UKCC 2) standard under the structured ECB National Coaching Scheme (this scheme has recently been introduced to replace the ECB Level I and II coaching course) before undertaking any coaching duties for a club based in the UK

OR

- will complete an ECB Coach course to at least UKCC 2 level by the end of the 1st year or gain written confirmation that their overseas qualification is of an equivalent or higher standard. Evidence of this would be either a clause in the contract stating the course will be undertaken or confirmation from the ECB that a place on the course has been booked. It will still be necessary for overseas coaches to undertake the health and safety and child protection modules of the course. Once the UKCC 2 standard has been achieved coaching duties can be undertaken but not before. ECB will keep Work Permits (UK) informed of work permit holders gaining this qualification.

It will not be necessary for cricketers or player/coaches already awarded the previous ECB Level II qualification to be re-accredited as this qualification is of an appropriate level. However, cricketers and player/coaches who have only attained the previous ECB Level I qualification will need to complete the new ECB Coach (UKCC 2) course to attain the appropriate level before undertaking any coaching duties.

The ECB's new National Coaching Scheme also offers an ECB Coaching Assistant (UKCC 1) course. This only qualifies an individual to assist a qualified coach and is therefore an insufficient level to meet the Work Permit requirements.

CRITERIA FOR PLAYERS

GAMES PLAYED

During the **18 months immediately prior to the date of the work permit application** the cricketer must have played in either:

- a. a minimum of one test match for his country (consisting of five days); or
- b. at least three one day internationals for his country; or the cricketer must
- c. be currently centrally contracted to the cricket board of their home country where the Board is a Full Member of the ICC (Full Members are Australia, Bangladesh, India, New

Zealand, Pakistan, South Africa, Sri Lanka, West Indies and Zimbabwe; or

- d. have been issued with a work permit for either 2004 or 2005 season to play cricket in the UK and has played a minimum of five first class matches (of at least three days duration) outside the UK during the 18 months immediately prior to the date of the work permit application; or
- e. have had a playing contract with a UK First class County for the 2005 season, was qualified for Competitive County Cricket (an individual is qualified if they meet the ECB requirements for registration) and has signed an ECB declaration confirming that he is in the process of seeking to become qualified for England; or
- f. have played five test matches in the previous ten years.

Note: the definition of first class cricket matches will be that set down by the International Cricket Council in their regulations. However, only those matches of three, four or more days duration will be considered as first class for the purpose of determining whether the five first class matches criterion is satisfied.

SALARY

The individual should be paid at a rate that is commensurate for a player who is of the highest calibre. The expected salary for a cricketer for the 2006 season is a minimum of £200 per week excluding travel costs, plus accommodation.

The salary must also meet the National Minimum Wage (NMW) regulations.

ALLOWANCES

Where the salary quoted in the application form does not meet the NMW caseworkers can take into account an accommodation allowance of £27.30 per week for full time workers.

Where the accommodation allowance is totally disposable, non-deductible and guaranteed to the overseas national (ie, they are free to do with it as they wish) then all the accommodation allowance, and only this allowance, can be added to the salary when considering if NMW is met.

Where the accommodation allowance is not disposable, deductible or not guaranteed to the overseas national (i.e. a hotel is provided for them or a house is provided with rent paid) then only up to £1419.60 per annum can be added to the salary when considering if NMW is met.]

CONTRACTS

LENGTH OF PERMIT ISSUE

Work Permits (UK) normally give approval up to the end of the cricket season (i.e. until 30 September for outdoor cricket and 1 October until 31 March for indoor cricket) – or to the end of the contract period, whichever is the earliest date.

All applications should include a copy of a contract, signed by both parties and on the club's letterhead, detailing the terms and conditions of employment.

Work permit applications may be applied for up to six months prior to the beginning of the season, and will remain valid for six months from the date we issue the permit. People requiring a visa are normally expected to produce the work permit for entry clearance within six months of issue. The application should be submitted requesting permits to be approved until the last date of the season or the date the contract of employment ends, whichever is the earliest.

SUPPLEMENTARY EMPLOYMENT

Work permits are issued for periods of specific employment with one employer.

If a cricketer wants to play for a different county/club outside of their normal working hours, (when the club for which they are employed has no arranged matches), they do not need Work Permits (UK) permission for this supplementary employment.

Note: If a cricketer discontinues playing for the county/club that the work permit was issued to, the new county/club will need to apply to Work Permits (UK) for permission to employ him before he can take up the new employment.

If you or the individual wish to end the employment, neither of you need Work Permits (UK) permission, but you should inform the Sports and Entertainments Team at Work Permits (UK) by submitting a Notification of Premature End of Employment form (NPPE), available from our website.

As an employer you could be guilty of a criminal offence if you employ someone who requires permission to take employment in the UK and does not have the correct permission. If you want to employ a person who already has a work permit or change their job from Player to Coach for example, you must get approval from Work Permits (UK) before the person can start work.

The Work Permits (UK) Intelligence team deals with allegations of abuse of the work permit arrangements, carry out investigations and, if appropriate, inform the relevant authorities of its findings. This team can be contacted at Intelligence Team, PO Box 3468, Sheffield.

Answer phone: 0114 279 3480
Fax: 0114 279 3482
E-mail: workabuse@homeoffice.gsi.gov.uk

AMATEURS

Work permits are not issued for amateurs.

CRITERIA FOR PLAYER/COACHES

GAMES PLAYED

During the **18 months immediately prior to the date of the work permit application** the player/coach must have played in either:

- a. a minimum of one test match for his country (consisting of five days); or

- b. at least three one day internationals for his country; or
- c. a minimum of five first class matches (not one day matches see below) or the cricketer must
- d. be currently centrally contracted to the cricket board of their home country where the Board is a Full Member of the ICC (Full Members are Australia, Bangladesh, India, New Zealand, Pakistan, South Africa, Sri Lanka, West Indies and Zimbabwe; or
- e. have been issued with a work permit for either 2004 or 2005 season to play cricket in the UK and has played a minimum of five first class matches (of at least three days duration) outside the UK during the 18 months immediately prior to the date of the work permit application; or
- f. have had a playing contract with a UK First Class County for the 2005 season, was qualified for Competitive County Cricket (an individual is qualified if they meet the ECB requirements for registration) and has signed an ECB declaration confirming that he is in the process of seeking to become qualified for England; or
- g. have played five test matches in the previous ten years.

Note: the definition of first class cricket matches will be that set down by the International Cricket Council in their regulations. However, only matches of three, four or more days duration will be considered as first class for the purpose of determining whether the five first class matches criterion is satisfied.

In order to gain the maximum benefit from overseas players/coaches, Work Permits (UK) will allow player/coaches with the appropriate coaching qualifications to undertake coaching duties on a wider scale e.g. under the auspices of the local county board. The player/coaches should have attained, or will soon complete, at least the ECB Coach UKCC 2 standard under the structured ECB National Coaching Scheme course before undertaking any coaching duties for a club based in the UK. This coaching scheme has recently been introduced to replace the ECB Level I and II courses.

SALARY

The individual should be paid at a rate that is commensurate for a cricketer or player/coach who is of the highest calibre. The expected salary for a cricketer for the 2006 season is a minimum of £ 200 per week excluding travel costs, plus accommodation.

The salary must also meet the National Minimum Wage regulations.

ALLOWANCES

Where the salary quoted in the application form does not meet the NMW caseworkers can take into account an accommodation allowance of £27.30 per week for full time workers.

Where the accommodation allowance is totally disposable, non-deductible and guaranteed to the overseas national (i.e. they are free to do with it as they wish) then all the accommodation allowance, and only this allowance, can be added to the salary when considering if NMW is met.

Where the accommodation allowance is not disposable, deductible or not guaranteed to the overseas national (i.e. a hotel is provided for them or a house is provided with rent paid) then

only up to £1419.60 per annum can be added to the salary when considering if NMW is met.

SUPPLEMENTARY EMPLOYMENT

Work permits are issued for periods of specific employment with one employer.

If a player/coach wants to take additional work of a similar nature with a different county/club outside of their normal working hours, (when the club for which they are employed has no arranged matches), they do not need Work Permits (UK) permission for this supplementary employment.

Note: If a cricketer discontinues playing/working for the county/club that the work permit was issued to the new county/club will need to apply to Work Permits (UK) for permission to employ him before he can take up the new employment.

If you or the individual wish to end the employment, neither of you need Work Permits (UK) permission, but you should inform the Sports and Entertainments Team at Work Permits (UK) by submitting a Notification of Premature End of Employment form (NPEE), available from our website.

As an employer you could be guilty of a criminal offence if you employ someone who requires permission to take employment in the UK and does not have the correct permission. If you want to employ a person who already has a work permit or change their job from Player to Coach for example, you must get approval from Work Permits (UK) before the person can start work.

CRITERIA FOR FULL TIME COACHES

If a cricket club wish to employ a non European Economic Area national as a full time coach they will have to satisfy the following criteria:

- That the individual is suitably qualified to coach cricket at the highest level of the sport in the UK. The county/club will need to provide a letter from the coach's home International Board of Control confirming that the individual has coached at the highest level and the overseas qualification is at least equivalent to the ECB Coach (UKCC 2) standard coaching qualification.

Note: If the individual does not meet the above criteria, Work Permits (UK) may exceptionally approve a work permit, to the coach on the understanding that once he has entered the UK he will, no matter how highly qualified, undertake to achieve ECB Coach (UKCC 2) standard coaching qualification or gain written confirmation that their overseas qualification is of an equivalent or higher standard. It will still be necessary for overseas coaches to undertake the health and safety and child protection modules of the course.

- That there are no suitable resident workers who are qualified to UKCC 2 level available to do the job. The County/club will need to provide evidence that the job has been advertised in the most appropriate national medium, such as Wisden Cricketer Magazine, which provides the best way of reaching suitably qualified resident workers.

Outdoor Cricket: It is expected that full time coaches will be employed by the first class cricket counties who are unlikely to appoint someone with no, or limited, coaching experience. Under these circumstances we will issue to coaches for the length of the contract period. If however a

club side is granted a work permit we will only issue for the forthcoming season.

SALARY

The individual should be paid at a rate that is commensurate for a coach who is of the appropriate level equivalent to the new National Coaching qualification (UKCC 2). The salary must also amount to a minimum of £200 a week and must also meet the National Minimum Wage regulations.

ALLOWANCES

Where the salary quoted in the application form does not meet the NMW caseworkers can take into account an accommodation allowance of £27.30 per week for full time workers.

Where the accommodation allowance is totally disposable, non-deductible and guaranteed to the overseas national (ie, they are free to do with it as they wish) then all the accommodation allowance, and only this allowance, can be added to the salary when considering if NMW is met.

Where the accommodation allowance is not disposable, deductible or not guaranteed to the overseas national (i.e. a hotel is provided for them or a house is provided with rent paid) then only up to £1419.60 per annum can be added to the salary when considering if NMW is met.[]

Supplementary employment

Work permits are issued for periods of specific employment with one employer.

In order to gain the maximum benefit from overseas coaches, Work Permits (UK) will allow coaches with the appropriate coaching qualifications to undertake coaching duties on a wider scale e.g. under the auspices of the local county board.

Note: If a coach discontinues working for the county/club that the work permit was issued to the new county/club will need to apply to Work Permits (UK) for permission to employ him before he can take up the new employment.

If you or the individual wish to end the employment, neither of you need Work Permits (UK) permission, but you should inform the Sports and Entertainments Team at Work Permits (UK) by completing a Notification of Premature End of Employment form (NPEE), available from our website.

As an employer you could be guilty of a criminal offence if you employ someone who requires permission to take employment in the UK and does not have the correct permission. If you want to employ a person who already has a work permit or change their job from Player to Coach for example, you must get approval from us before the person can start work

OUT OF SEASON COACHING

If a cricket club wish to employ a coach or player/coach outside the cricket season, where coaching is part of a national initiative, they will have to satisfy the following criteria:

- That there are no suitable resident workers who are qualified to UKCC 2 level available to do the job. The County/club will need to provide evidence that the job has been advertised in the most appropriate national medium, such as Wisden Cricketer Magazine, which provides the best way of reaching suitably qualified resident workers.

- provide proof that the individual is suitably qualified to coach at least to ECB Coach (UKCC 2).
- provide a copy of a contract, signed by both parties and on the club's letterhead, detailing the terms and conditions of employment.
- Note: Work Permits (UK) will consult with the ECB on such applications to ensure that the out of season coaching is part of a recognised national initiative

WHAT IF THE PERSON IS IN THE UK WHEN THE APPLICATION IS MADE?

If the individual is in the UK at the time of the application and wishes to transfer from one county/club to another, they will need to obtain new approval from Work Permits (UK) before they commence employment.

In-country change of employment applications require two separate decisions. The new club wishing to employ the person must first make a fresh work permit application for the individual, which will incur a charge. If this is successful, the second stage is for the person to vary their further leave to remain (FLR). We are currently operating an interim arrangement under which existing work permit holders can start a new job on the strength of their work permit permission letter alone, **provided their existing leave covers all or part of the period of the new employment**. Individuals will still be required to submit an FLR application before their existing leave expires, or within 6 months of the approval letter, whichever is the sooner. Permission to work will cease should the FLR application be refused.

Clubs are advised to make any work permit applications for existing Working Holiday Makers (WHMs) **only** when the individual has gone overseas, as any application for Further Leave to Remain to switch from WHM to work permit-holder will be refused.

Information on in-country applications and the procedure for Further Leave to Remain is available on our website, or from the enquiry line on 0114 207 4074.

WORK PERMIT ABUSE

New regulations that came into force on 1st May 2004 mean that the employer has a duty to ensure that they only employ people legally entitled to work for them. Ensuring that the person holds a valid Immigration Employment Document (IED), for example a work permit, is one way that employers can fulfil these legal obligations. A summary version of the new guidance is currently being distributed to all employers on the Inland Revenue's PAYE list. The full comprehensive guidance can be obtained by requesting a copy from the Employer's Helpline 0845 010 6677. Alternatively both guides can be downloaded from the Employers' Information pages of the Home Office website - www.ind.homeoffice.gov.uk

The Work Permits (UK) Intelligence Team deals with allegations of abuse of the work permit arrangements, carry out investigations and, if appropriate, inform the relevant authorities of its findings. This Team can be contacted as below:

Work Permits (UK) Intelligence Team
PO Box 3468
Sheffield
Tel: 0114 279 3480 (answerphone)

Fax: 0114 279 3482

Email: workabuse@homeoffice.gsi.gov.uk

FURTHER INFORMATION

For more information about the Work Permits (UK) Sports and Entertainment's Team, please contact us at:

Sports and Entertainment's Team
PO Box 3468
Sheffield

Tel: 0114 274 3303

Fax: 0114 274 3003

Email: ents.workpermits@ind.homeoffice.gsi.gov.uk