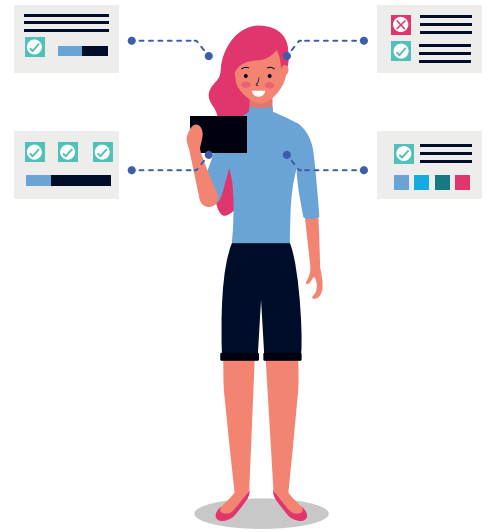


# TrustID Right to Work

# Why TrustID?

We're experts in identity document validation solutions, designed to make identity checks easy, from your office or remotely.



Hundreds of organisations, large and small, trust our market-leading services to simplify ID checks, protect themselves from fraud, save time and drive efficiencies.

Our ID checking products support Right to Work, Right to Rent, Anti-Money laundering (AML) and Know Your Customer (KYC) legislation as well as protecting public sector bodies such as NHS Trusts and local authorities.

Our friendly document helpdesk team are on hand to offer advice and guidance on identity documents and Right to Work regulations.

## Expertise

Our expert document helpdesk offers a unique service 7 days a week to help you analyse scan results and evaluate whether a document is genuine or fraudulent. Our team has huge experience in identity document validation and includes ex-Border force members.

## Flexibility

We offer the broadest range of solutions to help you make checks in the way that suits your business, whether you work from fixed locations or have field-based teams.

## Affordability

Access our scanning options for a low upfront investment, with no user licence cost and no hidden costs in our quotes.

## Simplicity

Get started with our easy-to-use technology with very little training. We base our ID verification on a set of reliable checks which are simple to understand and minimise the possibility of false alerts i.e. genuine documents being flagged as fraudulent.

## Protection

We help our customers find hundreds of fraudulent documents every year, protecting their organisation and helping them to avoid fines and reputational damage.

## Customer Service

Our friendly team are on hand to help with training and support when you need it and over 97% of our clients stay with us year after year.

*“We really like working with the team at TrustID – if we call up with a question about a document or need some technical support, they are professional, knowledgeable and so easy to deal with.”*

Maddie Milton,  
Staff Welfare and Compliance  
Officer at Arc, leading event  
staff specialists

# Why use electronic document validation?

Using identity document validation technologies (IDVT) can help you quickly and easily establish the authenticity of documents which you see for identity verification purposes, including passports, biometric residence permits, driving licences, visas and identity cards. An identity validation solution is a good first defence to stop someone gaining access to services or employment with your organisation using fraudulent identification.

## 1. They're accurate

Document validation systems capture and validate an image of an identity document. Our range of solutions then analyse the image and embedded security features. We also check documents against a national police database to confirm if the document presented is a known stolen or fraudulently-obtained document.

Most front-line staff are simply not trained to a high enough level to manually recognise fraudulent documents. Checking technology is very effective when compared to a visual inspection of an identity document.

## 2. They're quick

If you're onboarding a new employee or customer, speed is of the essence. Identity validation services can save you time, processing a document and confirming results in minutes.

## 3. Demonstrates compliance

Failure to comply with current legislation can have serious consequences, including fines, reputational damage and a risk of fraud. Using identity verification technology gives you a full audit trail of your validation checks and an easy way to demonstrate that your organisation is consistently following current guidance.

## 4. Maintains consistency

If you're making manual checks, there's always the possibility of unintentional discrimination. It's also difficult to ensure that every member of your team checks documents in the same, thorough way. Using identity document validation technology helps you to check everyone in a consistent and non-discriminatory manner.



# TrustID Right to Work

Our Right to Work services make compliance simpler, whether you have a few employees or thousands. We can validate passports, visas, biometric residence permits and more, to support the statutory excuse and our expert helpdesk team are also on hand to offer advice and support.

If you employ people in the UK, you are probably aware of the legal requirement to check that all potential and existing employees, regardless of their nationality, are eligible to work through Right to Work checks.

Most businesses have a process built into their recruitment policies, often a manual check involving a visual inspection and photocopy of an identity document. However, with more diverse workforces and more flexible ways of working, the challenge of making accurate, consistent checks on staff is growing.

At the same time, getting checks right is more important than ever as the Home Office continues to enforce Right to Work compliance, imposing potential fines of £20,000 per illegal employee. Illegal working can also harm a business' reputation with customers and suppliers, damage their brand, increase the risk of fraud and impact their sponsorship licence.



Recruitment



Hospitality



Facilities  
Management



Retail



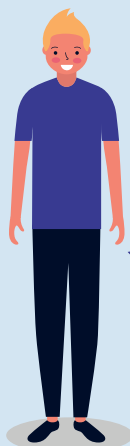
Care



Construction



Security



That's why we created our straightforward Right to Work validation services which help you to:

### Make Right to Work checks from anywhere

Today, many organisations need to recruit staff across multiple locations, relying on managers in each location to make Right to Work checks. Our Right to Work service is accessible via a secure online portal or via an App on your smartphone or tablet device helping staff to make consistent checks from anywhere.

### Spot suspicious documents

The first step in any Right to Work process is confirming that the documents you're seeing are genuine and belong to the person presenting them to you. Training staff to manually spot fraudulent identity documents is time-consuming and expensive and manually assessing identity documents is difficult and unreliable. At the core of our Right to Work service, we validate an identity document's visible security features to help you identify anything suspicious.

### Get new starters up and running quickly

Often, in high-turnover businesses such as those in the retail and hospitality industry, getting new staff up and running quickly is critical and so recruitment teams need to make a quick decision on Right to Work status. If you're making manual checks or sending document information to a central office, making the right decision within tight timescales can be a huge challenge. Our Right to Work service returns a status within minutes, speeding up your on-boarding process whilst reinforcing your compliance standards.

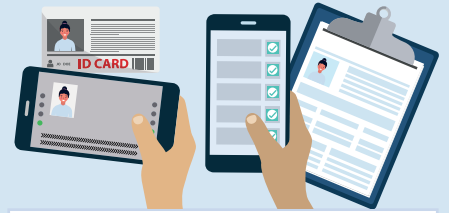
### Ask for the right documents

Knowing which documents are required to support an individual's Right to Work status isn't easy. Current Home Office guidance lists 17 different types of document, potentially issued in hundreds of different countries. These may need to be checked in a variety of combinations to demonstrate eligibility to work in the UK. Our service includes guidance on the right documents to ask for, meaning you don't need to train your staff to be Right to Work experts.

### Easily show your full audit trail

Our Right to Work system removes the need for manual photocopying and filing with electronic proof of checks which are then easily available for inspection by UK Border Agency or Home Office officials if required.

# Our Right to Work service offers different levels of checks, depending on your requirements, processes and internal knowledge:



## Document Check

Add identity document validation to your existing Right to Work process

- ✓ TrustID identity document validation check
- ✓ pdf document validation report for your records
- ✓ Access to our expert helpdesk
- ✓ API available

## Self-Check

Simplify compliance with identity document validation and a Right to Work wizard

- ✓ Right to Work checklist to guide you through essential steps
- ✓ Right to Work wizard to ensure candidates present the relevant documents
- ✓ TrustID identity document validation check
- ✓ Record follow-up check date
- ✓ Right to Work report for your records
- ✓ Access to our expert helpdesk
- ✓ API available

## Managed Service

Let us confirm your employees' Right to Work status with our outsourced service

- ✓ Right to Work compliance check conducted by our expert team
- ✓ Right to Work wizard to ensure candidates present the relevant documents
- ✓ TrustID identity document validation check
- ✓ Confirms Right to Work status and issues report for your records
- ✓ Advises check follow-up date
- ✓ Access to our expert helpdesk
- ✓ API available
- ✓ Supports the statutory excuse



# How does it work?

Login online



Log in to our secure online portal or via our smartphone App.

Use the wizard to choose the documents you need to check



Our handy wizard will help you to choose the correct documents to check.

Photograph the documents in the list



Capture an image of the identity documents for validation by our expert helpdesk team.

Answer the Right to Work questions




Answer the Right to Work documents and finish the application. We'll do the rest!

Results will normally be available to view within a few minutes



Results will be available within a few minutes and always within 1 business hour. You can then download and save the detailed .pdf report.



 [www.trustid.co.uk](http://www.trustid.co.uk)

 0118 466 0822

 [enquiries@trustid.co.uk](mailto:enquiries@trustid.co.uk)

9 Greyfriars Road  
Reading, Berks, RG1 1NU