



Home Office

Workers and Temporary Workers: guidance for sponsors

Sponsor an International Agreement worker

Version 04/22

This document forms part of the collection 'Workers and Temporary Workers: guidance for sponsors'. It provides information on how to sponsor a worker on the International Agreement immigration route.

This version of the guidance is valid from 11 April 2022.

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About this guidance

This document provides information for employers on how to sponsor a worker on the Temporary Work – International Agreement route.

The International Agreement route allows you to sponsor a person to come to the UK to provide a service covered under international law, such as a private servant in a diplomatic household or an employee of an overseas government or international organisation.

The provisions for contractual service suppliers and independent professionals under this route have been replaced by the Global Business Mobility – Service Supplier route from 11 April 2022. For further information, and details of transitional arrangements, see [Sponsor a Global Business Mobility worker](#) on GOV.UK.

Other guidance you must read

To make sure you meet all of the relevant requirements and fulfil your sponsorship duties, you must read the following parts of the sponsor guidance, in addition to this document:

- [Part 1: Apply for a licence](#) – if you do not already have a licence
- [Part 2: Sponsor a worker](#) – for information on sponsoring workers common to all Worker and Temporary Worker routes
- [Part 3: Sponsor duties and compliance](#) – for information about your duties as a licensed sponsor and the action we can take if you fail to meet these duties
- any relevant annexes or appendices referred to in the above documents

You can access all of these documents, and other information on sponsorship, on the [Sponsorship: guidance for employers and educators](#) page on GOV.UK.

This guidance is subject to change. If you have printed or downloaded a copy of this guidance, check the version number and date on GOV.UK to ensure you are using the most up-to-date version.

Glossary

There is a glossary of terms used throughout the sponsor guidance (including this document) at the beginning of [Part 1: Apply for a licence](#).

Terms used in this document:

International Agreement route

This means the route in [Appendix Temporary Work – International Agreement](#) to the Immigration Rules. Where the context requires it, it can also refer to:

- the route in Appendix T5 (Temporary Worker) International Agreement Worker in place between 1 December 2020 and 10 October 2021 inclusive
- the International Agreement sub-category of the Tier 5 (Temporary Worker)

route in Part 6A of the Rules in place before 1 December 2020

You can find previous versions of the Immigration Rules in the [Immigration Rules Archive](#) on GOV.UK.

International Agreement worker

This means a person who is applying for, or has been granted, entry clearance or permission to stay on the International Agreement route; or who you are sponsoring, or intend to sponsor, on that route.

Contacts

If you think this guidance has factual errors or broken links, you can email the [Business Helpdesk](#).

If you have read this guidance, and the guidance referred to above, and you still have any queries, you can call us on 0300 123 4699 or email the [Business Helpdesk](#).

Version number and publication

Below is information on the version number of this guidance and when it was published:

- version 04/22
- published on 11 April 2022

Changes from last version of this guidance

This version replaces version 03/22. The guidance has been updated to reflect changes to the Immigration Rules set out in [Statement of Changes HC 1118](#) (published on 15 March 2022). The following changes have been made (paragraph numbers in square brackets refer to the previous version of this guidance):

- About this guidance: route definition amended to reflect that the provisions for contractual service suppliers and independent professionals have been replaced by the new Global Business Mobility – Service Supplier route from 11 April 2022; references to previous transitional arrangements deleted
- IAW1.1, IAW1.2, IAW2.4, IAW3.1: amended to reflect that contractual service suppliers and independent professionals are no longer covered by this route
- IAW1.5: minor drafting amendment
- [IAW2.9 to IAW2.12]: deleted to reflect that contractual service suppliers and independent professionals are no longer covered by this route; subsequent paragraphs in this section renumbered accordingly
- [IAW3.10 to IAW3.22]: deleted to reflect that contractual service suppliers and independent professionals are no longer covered by this route
- IAW4.16 to IAW4.22 [IAW4.16 to IAW4.18]: text on grant periods redrafted for clarity and to remove references to contractual service suppliers and independent professionals; subsequent paragraphs in this section renumbered accordingly

- [IAW5.14]: deleted as no longer relevant to the International Agreement route; subsequent paragraphs in this section renumbered accordingly
- IAW5.14 to IAW5.16 [IAW5.15 to IAW5.17: amended to reflect that contractual service suppliers and independent professionals are no longer covered by this route
- [Annex IAW1]: deleted – this information is now contained in Annex GBM1 of Sponsor a Global Business Mobility worker
- [Annex IAW2]: deleted – this information is now contained in Annex GBM2 of Sponsor a Global Business Mobility worker
- other minor housekeeping changes

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IAW1. Sponsoring International Agreement workers: overview

This section provides an overview of the International Agreement route and the sponsorship requirements you must meet.

What is the International Agreement route?

- IAW1.1. The International Agreement route allows a person to come to the UK to provide a service covered under international law, such as private servants in diplomatic households or employees of overseas governments and international organisations.
- IAW1.2. International Agreement workers can normally stay in the UK for a maximum period of 2 years – there is an exception to this for private servants in a diplomatic household who meet certain requirements. See [‘How long International Agreement workers can stay’](#).
- IAW1.3. Workers must be aged at least 18 on the date of application for entry clearance or permission to stay to qualify on this route.
- IAW1.4. International Agreement workers can bring their family members (dependent partner and dependent children) to the UK, if they meet the relevant immigration requirements for dependants.
- IAW1.5. The International Agreement route is not a route to settlement in the UK (with the exception of private servants in a diplomatic household who were originally granted entry clearance under the International Agreement rules in force before 6 April 2012 – see [Settlement for private servants in a diplomatic household](#)).

Who needs to be sponsored on the International Agreement route?

- IAW1.6. You will need to sponsor any overseas national you wish to employ on the International Agreement route if they are not a ‘settled worker’ or do not otherwise have immigration permission to work for you in the UK. This includes most [EU, EEA](#) and Swiss nationals who arrived in the UK after 31 December 2020.
- IAW1.7. You do not have to sponsor certain categories of worker, including:
- Irish citizens (with very limited exceptions)
 - EU, EEA and Swiss citizens (and their eligible family members) who have been granted status under the [EU Settlement Scheme](#)
 - people with indefinite leave to enter or remain in the UK (also known as ‘settlement’)

IAW1.8. This is not a complete list. For further information on who does, and does not, need sponsorship, see section S1 of [Part 2: Sponsor a worker](#).

What are the sponsorship requirements for the International Agreement route?

IAW1.9. If you wish to sponsor an International Agreement worker, you must:

- hold a valid [Temporary Worker sponsor licence](#) for the International Agreement route
- understand [what the International Agreement route is](#) and [who you can sponsor](#) on this route
- understand the general requirements for sponsoring workers – see [Part 2: Sponsor a worker – general information](#)
- satisfy yourself the worker you wish to sponsor can meet the [immigration requirements](#) for this route
- assign a [valid Certificate of Sponsorship \(CoS\)](#) to the worker you wish to sponsor and pay the [relevant CoS fee](#)
- keep records for each worker you sponsor, including information on how you recruited them – see [Appendix D](#) to the sponsor guidance
- have eligible ‘key personnel’ in place to manage your licence and assign CoS – see [Part 1: Apply for a licence](#) for guidance on key personnel
- understand and comply with all of your sponsor duties – see [Part 3: Sponsor duties and compliance](#)

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IAW2. How to get an International Agreement sponsor licence

This section tells you about the requirements you must meet to be eligible for an International Agreement sponsor licence.

General requirements

IAW2.1. If you wish to sponsor an International Agreement worker, you must hold a valid Temporary Worker sponsor licence for the International Agreement route. If you do not already hold such a licence, you must apply for one by completing the [online application form](#), paying the relevant [application fee](#), and submitting the supporting evidence specified in [Appendix A](#) to the sponsor guidance.

IAW2.2. Before applying for your licence, you should read:

- [Part 1: Apply for a licence](#) for detailed information on the general requirements and the application process
- this section for guidance specific to the International Agreement route

IAW2.3. If you already hold a sponsor licence and it's due to expire within the next 90 days, you should apply now to renew it. See [Part 3: Sponsor duties and compliance](#) for guidance on renewing your licence.

Specific requirements for an International Agreement sponsor licence

IAW2.4. In addition to the general requirements for a sponsor licence set out in [Part 1: Apply for a licence](#), to be eligible for an International Agreement sponsor licence, you must be able, and intend, to sponsor:

- private servants in diplomatic households or in the households of officials working for recognised international organisations
- employees of an overseas government or a recognised international organisation

Overseas governments and international organisations

IAW2.5. If you are applying for a sponsor licence as an overseas government organisation (such as a diplomatic mission) or an international organisation, you must be recognised by the UK.

IAW2.6. In the case of international organisations, this must be an organisation that is established by an international treaty signed by the UK. This can include offices of 'states' not recognised by the UK but you must be included on the [exempt organisations list](#) on GOV.UK. This is a list of international organisations recognised by the UK, some of whose employees or officials (typically, senior employees or officials) may qualify

for an [exemption from immigration control](#). Employees or officials of these organisations who are not exempt from immigration control can be sponsored on the International Agreement route.

IAW2.7. An application for a sponsor licence from an overseas government or international organisation is deemed to include an acknowledgement that we may seek, from your Head of Mission or Head of Organisation, a limited waiver of inviolability and of immunity to enter your residence or premises to undertake compliance activity while your sponsor licence application is being considered or after your licence has been granted.

IAW2.8. When making your application, you must include with your application a signed letter from your Head of Mission, or Head of Organisation, confirming that they:

- agree to the application being made
- wish to sponsor workers on the International Agreement route
- accept the duties of sponsorship

How to keep your licence

IAW2.9. If you are granted a licence, you must comply with all of your sponsor duties. If you do not, we may take action against you, including:

- downgrading your licence rating
- suspending your licence
- revoking your licence
- reporting you to the police or other relevant authorities

IAW2.10. For details, see [Part 3: Sponsor duties and compliance](#).

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IAW3. Eligible employment on the International Agreement route

This section tells you about the three provisions under which you can sponsor a person on the International Agreement route.

IAW3.1. There are two main provisions under which you can sponsor International Agreement workers:

- [private servants in diplomatic households](#)
- [employees of overseas governments and recognised international organisations](#)

IAW3.2. These are described in detail below. The worker must fully meet the requirements of the relevant provision.

Private servants in diplomatic households

IAW3.3. This provision is for a worker who:

- will be employed full time as a private servant by, and in the household of, either:
 - a named member of staff of a diplomatic or consular mission who has diplomatic privileges and immunity as defined by the [Vienna Convention on Diplomatic Relations](#), or
 - a named official employed by a [recognised international organisation](#) with diplomatic privileges or immunities under UK or international law
- must not intend to undertake any other role for the sponsor other than as a private servant in the specified household
- must intend to work full time in the role they are being sponsored for
- is not related, either by blood or marriage, to the employer, or to the employer's spouse – this includes, but is not limited to, the spouse or unmarried partner, child, parent, grandparent or sibling of either the employer or the employer's spouse
- must intend to leave the UK at the end of their permitted stay
- will be paid at least [National Minimum Wage](#) throughout their stay in the UK
- must provide the evidence of employment terms and conditions as set out in Appendix Domestic Worker Terms and Conditions
- must provide a signed statement from the sponsor confirming that the role will not constitute work done in relation to the employer's family household within the meaning of [regulation 57 of the National Minimum Wage Regulations 2015](#) (as amended from time to time)

IAW3.4. Where the worker had permission under the rules in place from 6 April 2012 and is applying to extend their permission they must:

- be working for the same employer; and

- have continued to work for that employer throughout their time in the UK with permission as a private servant on the International Agreement route

IAW3.5. A private servant in a diplomatic household can be sponsored for up to 2 years, unless they have already spent 3 years in the UK on this basis, in which case they can be sponsored for up to 5 years in total. Where the worker was last granted entry clearance under this provision under the Rules in force before 6 April 2012, they may be eligible to [apply for settlement \(indefinite leave to remain\)](#). A person with who has been granted settlement does not need to be sponsored.

Employees of overseas government and international organisations

IAW3.6. This provision is for employees of overseas governments or [recognised international organisations](#) who are not exempt from immigration control.

IAW3.7. You should check the guidance on GOV.UK to see if the worker may qualify for an [exempt vignette](#). If they do, you do not need to sponsor them. If they are not exempt, they can be sponsored on the International Agreement route.

IAW3.8. Workers sponsored on this basis must not intend to take any other form of role for the sponsor other than that for which their Certificate of Sponsorship was assigned. They can, however, take eligible 'supplementary employment' – see section S8 of [Part 2: Sponsor a worker](#) for further details.

IAW3.9. An employee of an overseas government or international organisation can be sponsored for a maximum of 2 years on the International Agreement route.

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IAW4. Immigration requirements for International Agreement workers

This section tells you about the immigration requirements applicants must meet to qualify on the International Agreement route and where you can find further information.

Overview

- IAW4.1. People who wish to come to the UK on the International Agreement route must meet the requirements in [Appendix Temporary Work - International Agreement](#) to the Immigration Rules.
- IAW4.2. These requirements include that the applicant:
- has a valid [Certificate of Sponsorship](#) (CoS) from an [approved sponsor](#) for [eligible employment](#)
 - genuinely intends, and is able, to do the role for which they are being sponsored
 - does not intend to undertake employment other than in the role for which they are being sponsored, or as otherwise permitted by their conditions of stay – see section S8 in [Part 2: Sponsor a worker](#) for details
 - where relevant, meets the [financial requirement](#)
 - where relevant, meets the [ATAS requirement](#)
 - is aged at least 18 on the date of application – see [Age requirement](#)
 - meets the relevant requirements for [entry](#), [extension](#) and [switching](#)
- IAW4.3. This is not a complete list of requirements – you must refer to the relevant [Immigration Rules](#) for these.

Financial requirement

- IAW4.4. If the applicant is applying for entry clearance from outside the UK, or has been in the UK for less than one year at the date of application, they must show they have enough funds to support themselves and any family members in the UK.
- IAW4.5. If you are an A-rated sponsor, you can certify this requirement is met when you assign a CoS to them (also known as ‘certifying maintenance’). Otherwise, the applicant must provide evidence of funds as specified in [Appendix Finance](#) to the Immigration Rules.
- IAW4.6. For further information, see section S7 of [Part 2: Sponsor a worker](#).

ATAS requirement

- IAW4.7. When you assign a CoS on the International Agreement route, you must check and confirm whether the worker needs to apply for an [Academic Approval Technology Scheme \(ATAS\) certificate](#) from the Foreign, Commonwealth and Development Office before they can start (or continue) working for you.
- IAW4.8. An International Agreement worker will need an ATAS certificate if all of the following are true:
- you are also licensed as a Student sponsor
 - the worker is not an [exempt national](#)
 - you are sponsoring the worker in a [relevant occupation code](#)
 - the work involves research at PhD level or above in [relevant subject area](#)
- IAW4.9. If the worker needs an ATAS certificate, you should encourage them to apply for one as soon as possible, as they will need to include a copy of the certificate with their application for entry clearance or permission to stay. If they fail to do so, we will refuse their application and you may lose your sponsor licence (or licences).
- IAW4.10. For further information on the ATAS requirement, and your responsibilities in relation to it, see under '[ATAS requirement](#)' in section S7 of [Part 2: Sponsor a worker](#).

Age requirement

- IAW4.11. All applicants applying on the International Agreement route from 11 October 2021 must be aged at least 18 on the date of application.
- IAW4.12. There was no minimum age requirement for applicants (other than private servants in diplomatic households) applying before 9 a.m. on 11 October 2021. If you are sponsoring a worker aged under 18 (where this was permitted when they applied for permission), you must have regard to your safeguarding children duty – see [section L2](#) of Part 1: Apply for a licence for information on this requirement.

Entry requirement

- IAW4.13. Applicants must apply for entry clearance (a visa) to be able to come to the UK on this route. If they arrive in the UK without the relevant visa, they will be refused entry, even if they otherwise meet the requirements.

Extension of permission

- IAW4.14. Those already in the UK with permission on the International Agreement route can apply to extend their stay, up to the [maximum permitted period](#), to continue in the same employment, if they meet the requirements.

‘Switching’

IAW4.15. Individuals in the UK on another immigration route are not permitted to switch (change immigration category) to the International Agreement route. If you wish to sponsor a person on the International Agreement route but they are in the UK on another route, they must leave the UK and apply for entry clearance from overseas.

How long International Agreement workers can stay

IAW4.16. If the applicant makes a successful application for entry clearance, they will be granted for whichever is the shorter of:

- the period of the role on the CoS plus 14 days before and 14 days after that period; or
- 24 months

IAW4.17. If the applicant makes a successful application for permission to stay, they will be granted for whichever is the shorter of:

- the period of the role on the CoS plus 14 days after that period; or
- the difference between the period the applicant has already spent in the UK since their last grant of permission on the International Agreement route and 24 months

IAW4.18. Subject to paragraph IAW4.19 below, if the applicant is a private servant in a diplomatic household who has spent more than 3 years continuously in the UK on the International Agreement route, and they make a successful application for permission to stay, they will be granted whichever is the shorter of:

- the period of the role on the CoS plus 14 days after that period; or
- the difference between the period they have already spent in the UK since their first grant of permission on the International Agreement route and 5 years

IAW4.19. You must take care not to assign a CoS to a worker on the International Agreement route beyond the maximum periods referred to above. If you do we will either:

- limit the amount of permission we grant to the worker – for example, if an employee of an overseas government or international organisation has already spent 18 months in the UK on that basis, 6 months is the maximum period we can grant; or
- refuse the application if the applicant has already had the maximum permitted period in the UK

Settlement for private servants in a diplomatic household

IAW4.20. A private servant in a diplomatic household can apply for settlement (indefinite leave to remain) in the UK if their last grant of entry clearance

on this route was under the rules in place before 6 April 2012, and they have since spent a continuous period of 5 years in the UK in this capacity. Applicants must show they have language ability on the Common European Framework of Reference for Languages in speaking and listening to at least level B1, and meet the Knowledge of Life in the UK requirement.

IAW4.21. For further information on the requirements, see [Indefinite leave to remain if you have an International Agreement visa](#) on GOV.UK.

IAW4.22. A person who has been granted settlement does not need to be sponsored.

Further information

IAW4.23. You can find more information about the International Agreement route on the [Temporary Work - International Agreement visa](#) pages on GOV.UK.

IAW4.24. You should also refer to sections S7 to S9 of [Part 2: Sponsor a worker](#) for further information on immigration requirements, conditions of stay, extension applications and change of employment applications.

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IAW5. Certificate of Sponsorship for International Agreement workers

This section tells you how to assign a valid Certificate of Sponsorship to a worker on the International Agreement route.

Overview

- IAW5.1. If you have followed all the rules in this guidance and you wish to sponsor a worker on the International Agreement route, you must assign them a valid Certificate of Sponsorship (CoS), using your [sponsorship management system \(SMS\)](#) account.
- IAW5.2. Before assigning a CoS, you should satisfy yourself that the worker can meet the relevant [immigration requirements](#).
- IAW5.3. You cannot assign a CoS if you're a B-rated sponsor, unless you sponsored the application which led to the worker's last grant of permission and you're continuing to sponsor them in the same role. In all other cases, you must have an A-rating. For information on sponsor ratings, see [Part 1: Apply for a licence](#).
- IAW5.4. For detailed information on what a CoS is, and how many you can assign, see section S2 of [Part 2: Sponsor a worker](#).
- IAW5.5. You can find detailed technical guidance on how to assign a CoS on GOV.UK: [User manuals: sponsorship management system \(SMS\)](#) – see in particular manual 8.

Fees

- IAW5.6. You must pay a fee for each CoS you assign – see the '[UK visa fees](#)' page on GOV.UK for information on current fee levels.

Use of the CoS

- IAW5.7. Once you have assigned a CoS, the worker must use it within 3 months to apply for:
- entry clearance (a visa) if they are outside the UK
 - permission to stay if they are in the UK and eligible to extend their permission on the International Agreement route
- IAW5.8. If the CoS was assigned more than 3 months before the date of application, we may reject the worker's application and not consider it.
- IAW5.9. The worker must not apply for entry clearance or permission to stay more

than 3 months before the start date recorded on their CoS. If they do, we will refuse their application.

IAW5.10. We will also refuse the application if the CoS:

- has been withdrawn by you or cancelled by the Home Office – see [section S6](#) of Part 2: Sponsor a worker for information on when a CoS can be withdrawn or cancelled
- was used in a previous application that was refused

What the CoS must confirm

IAW5.11. For a CoS to be valid, it must meet the relevant requirements of the Immigration Rules in paragraph IA 4.1 of [Appendix Temporary Work - International Agreement](#).

IAW5.12. By assigning a CoS on the International Agreement route, you guarantee that the worker:

- fully meets the [eligibility criteria](#) for the specific type of employment they will be doing
- genuinely intends and is able to do the work for which they are being sponsored
- will not take employment other than that for which their CoS is assigned and will otherwise comply with their conditions of stay (note that employees of an overseas government or international organisation can also take 'supplementary employment') – see section S8 of [Part 2: Sponsor a worker](#) for further guidance on conditions of stay
- will leave the UK when their permission expires, unless they qualify for an extension of stay or permission on another immigration route

IAW5.13. You also guarantee that any employment will conform to relevant UK employment legislation, such as the [National Minimum Wage](#) and [Working Time Regulations](#).

IAW5.14. The CoS must confirm all of the following:

- that you are sponsoring the worker on the International Agreement route
- the worker's personal information (such as name, date of birth, nationality), passport details and contact details
- the start and end date of their employment – see [Part 2: Sponsor a worker](#) for guidance on entering start and end dates
- total weekly hours of work
- where the worker will carry out their employment – this should include their main work address and any other regular work addresses, if relevant
- whether the worker was sourced through an agent and, if so, details of that agent
- the job title

- the relevant occupation code for the role (choose from the drop-down list under ‘Job type’) – see [Part 2: Sponsor a worker](#) for guidance on occupation codes
- the main duties of the role for which the worker is being sponsored
- details of the worker’s salary (including any allowances and guaranteed bonuses)
- whether you wish to [certify maintenance](#) for the worker (and, if relevant, their dependants) – you can only do this if you’re an A-rated sponsor
- that the role is covered by an [eligible international agreement](#)
- whether the worker requires [an Academic Technology Approval Scheme \(ATAS\)](#) certificate

Confirming the role is covered by an eligible international agreement

IAW5.15. When you assign a CoS to an International Agreement worker, you must tick the box where it says “Tick to confirm this is an international agreement”.

IAW5.16. In the free text box beneath the tick box, you must provide details of how the role is eligible. To do this, you should:

- state whether the worker is one of the following (by entering the appropriate phrase):
 - a private servant in a diplomatic household
 - an employee of an overseas government
 - an employee of a recognised international organisation
- where the worker is, or will be, a private servant in a diplomatic household, confirm the name of the diplomat or official the private servant will be working for

Reporting duties and record keeping

IAW5.17. Once you have assigned a CoS to a worker, you must tell us if they fail to start their employment, are absent without permission, or there are any significant changes to the nature of their work or salary, or to your organisation. For full details of your reporting and other duties, see: [Part 3: Sponsor duties and compliance](#).

IAW5.18. You must also keep records for each worker you sponsor as specified in [Appendix D](#) to the sponsor guidance.

IAW5.19. If you fail to meet these duties, we may [revoke your sponsor licence](#).

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