

POST ISSUE CHECK ENQUIRIES

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POST ISSUE CHECK ENQUIRIES

Introduction

The employer and representative comments should be checked for details of a Post Issue Check (PIC) report. A PIC will be conducted at the request of the Intelligence Team or Business Teams and may involve further checks with independent organisations, other government departments, postal checks and/or a visit to the employer making the application. These checks will result in a report being issued. When caseworking, gLOBE comments must be checked to establish if a PIC report is available. Reports are to be found in the shared area.

What to do if?

A PIC report has been produced regarding the employer/representative

– The report should be read thoroughly. Any further action required will be noted on the report and should to be taken.

You would like a PIC done either before or after approving a case –

All checks must have been carried out in the first instance to try and verify the company. However if this is not possible, the caseworker will need to discuss with their Higher Executive Officer (HEO). A proforma will be required to be completed.