

Relationship Declaration form for Agency Workers



A	B	C	D	E	F	G
Name of Agency Worker	Job Title	Service Area	Location	Name of Relation	Are they a Redbridge employee, or Agency worker	Actual Relationship

Redbridge has requested that all temporary agency workers placed with the Authority declare any relationships they have. Please see the guidelines that define personal relationships before completing this form.

Instructions to Supplier

Please complete sections A – D and ask the candidate to complete sections E – G, if they have any relationship to declare.

The below must be completed in full in all cases where a relationship is declared.

I declare that I have got a relation working in the Authority

Name of Agency Worker: _____

Signature: _____

Date: _____

Please return this completed form to: Agency Contracts Team, 9th floor rear, Lynton House, 255 –259 High Road Ilford IG1 1NN.

Relationship Declaration form for Agency Workers

The Councils guidelines that define personal relationship are as follows:

Employees who are married, dating or in a partnership, civil partnership or cohabiting arrangement (including same sex couples)

Immediate family members of the applicant or employee e.g. parents and son/daughter, brother/sister (including step and foster children)
grandparent/grandchild

Other relations of the applicant or employee e.g. extended family such as aunts/uncles/cousins/nieces/nephews

Any other individuals with whom there is a personal relationship e.g. friends, neighbours, business associates (outside the Council), members of partner organisations

Please return this completed form to: Agency Contracts Team, 9th floor rear, Lynton House, 255 –259 High Road Ilford IG1 1NN.