



**EU EXIT  
FREQUENTLY ASKED QUESTIONS  
For Employees**

## INTRODUCTION

There are new rules that apply from 1<sup>st</sup> January 2021 due to the UK leaving the European Union (EU). This process may affect our employees and their families. This document will provide updated information about the withdrawal from the EU including EU Settlement guidance for employees.

If there are questions not covered in this FAQ please contact your HR Business Partner on [businesspartnerteam@eastdunbarton.gov.uk](mailto:businesspartnerteam@eastdunbarton.gov.uk) or alternatively, ask your line manager to raise any questions or concerns on your behalf.

## EU Settlement Scheme

The scheme allows employees that are EU, EEA or Swiss citizens and their families to continue living, working and studying in the UK, and ensures eligibility for:

- Public services, such as healthcare and schools
- Public funds and pensions
- British citizenship, if you meet the requirements and want to apply

## Employees FAQ's

### Q1. Who is eligible to apply to the EU Settlement Scheme?

The Settlement Scheme is currently open and you will need to apply if you are:

- An EU, EEA or Swiss citizen
- Your family member is an EU, EEA or Swiss citizen but you are not.

You must be a resident in the UK by 31 December 2020, to continue to live, work and study in the UK beyond 30 June 2021. You must apply even if you have lived in the UK for many years or you have a permanent residence document.

You do not need to apply if you are an:

- Irish Citizen or;
- You have indefinite leave to remain or enter

However you can apply if you want to.

### Q2. Are family members covered by the Settlement Scheme?

The EU Settlement Scheme covers all EU, EEA or Swiss citizens living in the UK and their family members. Family members do not need to be from the EU, EEA or Switzerland; they can come from anywhere in the world (referred to as non-EU citizen family members).

Non-EU Citizen family members living in the UK by 31<sup>st</sup> December 2020 are eligible to apply to the EU Settlement Scheme.

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Your close family members that are not living in the UK by that date will be able to join you in the UK under current rules until 29<sup>th</sup> March 2022, as long as the relationship currently exists. After 29<sup>th</sup> March 2022, such family members will be able to return to the UK by applying through the applicable UK Immigration Rules.

Children born or adopted after 31<sup>st</sup> December 2020, and future dependents, will also have their rights protected.

**Q3. How do I apply to the EU Settlement Scheme?**

Information on how to apply to the EU Settlement Scheme and where to seek help can be found at the following link:

[Gov.uk - Applying-for-settled-status](https://www.gov.uk/apply-settled-status)

**Q4. I require documents in relation to my employment to make the application – where do I request these?**

If you need some employment information or documents to support your application please seek support through your line manager or HR Service Support are available to help: [servicesupport@eastdunbarton.gov.uk](mailto:servicesupport@eastdunbarton.gov.uk)

**Q5. What Settled Status am I eligible for?**

On applying for settled status if you are eligible you will either be given the following depending on how long you have lived in the UK:

**Settled Status:**

You will usually be granted settled status if you have lived in the UK for a continuous 5-year period (known as 'continuous residence'). Five years' continuous residence means that for 5 years in a row you have been in the UK, the Channel Islands or the Isle of Man for at least 6 months in any 12-month period. There are exemptions to this and further information can be found under the link provided in Q3.

You can stay in the UK as long as you like if you are granted settled status. You will also be able to apply for [British citizenship](#) if you are eligible.

**Pre-Settled Status:**

If you do not have 5 years' continuous residence when you apply, you will usually be granted pre-settled status. You must have started living in the UK by 31 December 2020 unless you are applying as the existing close family member of an EU, EEA or Swiss citizen who started living here by then. You can stay in the UK for a further 5 years from the date you are granted pre-settled status.

You can then apply to change this to settled status once you have obtained 5 years' continuous residence. You must do this before your pre-settled status expires.

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If you will reach 5 years' continuous residence at some point by 30 June 2021, you can choose to wait to apply until you reach 5 years' continuous residence. This means that if your application is successful, you will be granted settled status without having to apply for pre-settled status first.

You may be able to obtain pre-settled status if you were living in the UK before 31 December but you were not in the UK on that date. You must not have left the UK for more than 6 months in any 12-month period. You may also be eligible if you were living in the UK by 31 December 2020, but you left the UK for one period of no more than 12 months for an important reason (for example childbirth, serious illness, study, vocational training or an overseas work posting). Your previous residence in the UK will count towards your eligibility for pre-settled status.

**Q6. Are my professional qualifications affected?**

Certain EU, EEA & Swiss professional qualifications may require to be registered with the relevant regulatory body now the UK has exited the EU. You do not have to do anything if your qualification is already recognised by the relevant regulator in the UK before 1<sup>st</sup> January 2021. The regulators decision to recognise your qualification will remain valid.

You can find further information at [Get your EU Qualification Recognised in the UK](#). You can contact the relevant regulator to find out how to get your qualification recognised. There are different rules if you are an architect, an auditor, a lawyer or a healthcare professional.

If you are affected by this please discuss this with your line manager.

**Q7. Do I need to tell my Manager if I have made an application and/or had an outcome to my application for pre/settled status?**

As a current employee and a resident of the UK prior to 31<sup>st</sup> December 2020 **there is no obligation to inform your manager** of the outcome of your application for settled status. Up until 30<sup>th</sup> June 2021 recruitment checks for EU, EEA and Swiss citizens will remain the same. However, if you would be willing to have your settled or pre-settled status recorded confidentially on our HR system where your other employee data is held, please advise your line manager directly.

**Q8. Where can I get help if I have any concerns or queries?**

To find out how Brexit may affect you and for further information you can visit the Brexit Checker on the Government website at: [UK Government Brexit Checker](#).

Sources of support in making an application for settled status can be found in the following guidance document:



Fact Sheet Applying  
to the EU Settlement

## EU EXIT

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Please advise your line manager if you are affected by any of the above and require support. Support is also available through the Business Partner Team at [BusinessPartnerTeam@eastdunbarton.gov.uk](mailto:BusinessPartnerTeam@eastdunbarton.gov.uk)

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