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## Briefing Note

### National Insurance Numbers

All workers should either have a national insurance number or be in the process of obtaining one.

This is specified in Regulation 9 of the Social Security (Crediting and Treatment of Contributions and NI numbers) Regs 2001 (SI 2001/769) states:

“(1) Subject to the provisions of paragraph (2) below, every person, who is over the age of 16 and satisfies the conditions specified in regulation 87 or 119 of the Contributions Regulations (conditions of domicile or residence and conditions as to residence or presence in Great Britain respectively), shall, unless he has already been allocated a national insurance number under the Act, the Social Security Act 1975 or the National Insurance Act 1965, apply either to the Secretary of State or to the Inland Revenue for the allocation of a national insurance number and shall make such application at such time and in such manner as the Secretary of State shall direct.”

Following an issue raised by the Association the GLA has received confirmation from the Department for Work & Pensions that there is no obligation for labour providers to request or keep on file evidence that workers have applied for NI numbers.

The GLA confirmed that lack of evidence of workers' applications for NI numbers were no grounds to fail old Licensing Standard 9.1.

However it is good practice for labour providers to encourage workers to apply for NI numbers. A worker's reluctance to apply for an NI number might be an indication that the worker does not have the right to work in the UK and it ensures that national insurance payments made are correctly credited to that worker.

Workers who do not have a National Insurance Number should telephone 0845 600 0643 between 8.00am and 8.00pm, Monday to Friday to make an appointment to get one.