



MTR GROUP RECRUITMENT

NEW STARTER CHECKLIST

Candidates Full Name _____

- | | |
|--|--------------------------|
| 1. Right to Work (Verified copy of ID) | <input type="checkbox"/> |
| 2. Right to Work Checklist | <input type="checkbox"/> |
| 3. Worker Registration | <input type="checkbox"/> |
| 4. 48-Hour Opt Out | <input type="checkbox"/> |
| 5. GDPR Consent | <input type="checkbox"/> |
| 6. Criminal Records | <input type="checkbox"/> |
| 7. Assignment Briefing | <input type="checkbox"/> |
| 8. Allergen Questionnaire | <input type="checkbox"/> |
| 9. Medical Questionnaire | <input type="checkbox"/> |
| 10. Covid-19 Health Check | <input type="checkbox"/> |
| 11. Worker Handbook | <input type="checkbox"/> |
| 12. HMRC New Starter Checklist | <input type="checkbox"/> |
| 13. Contract for Services | <input type="checkbox"/> |
| 14. Holiday Process | <input type="checkbox"/> |
| 15. Key Information Document | <input type="checkbox"/> |
| 16. Covid-19 Guidance for Workforce | <input type="checkbox"/> |
| 17. Absence & Sickness Policy | <input type="checkbox"/> |

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