

RECRUITMENT QUESTIONNAIRE

TO BE ANSWERED BY FIRMS IN THE RECRUITMENT INDUSTRY

1 Please specify the activities, trades or professions in which you place clients, by approximate percentage of gross income:

Clerical/ IT	%
Other Professional	%
Medical/ Nursing/ Care	%
Drivers/ Warehousemen	%
Blue Collar/ Manufacturing	%
Construction Manual	%
Other (please give full details)	%

2 Do you specialize in any particular employment field? **YES/NO**

If yes, please specify

3 Please specify

i) by percentage of placements:

Temporary Staff	%
Permanent Staff	%

ii) the number of temporary staff placed at any one time:

Average	
Maximum	

4 If temporary staff are not clerical, please specify each category, by approximate percentage of placements:

%
%
%
%
%

5 Do any of your placements involve:

- i) Work offshore (e g rig, platform or similar)? **YES/NO**
- ii) Manual workers in the aerospace/ aviation, nuclear power or petrochemical industries? **YES/NO**
- iii) Activities in the rail industry or other forms of transport? **YES/NO**
- iv) Medical/ Nursing or Pharmaceutical Industry staff **YES/NO**

If yes, to any of the above, please give full details

6a) Do you contract to place any employees of your own with third party clients but they remain your employees on site? **YES/NO**

b) Do you assume responsibility for their actions, under contract? **YES/NO**

7 Please state the approximate percentage of contracts that give you legal responsibility for the work undertaken, by staff placed by you:

%

8a) Are all contracts into which you enter on REC (formally FRES/ IEC) standard forms?

YES/NO

If no, please give details and provide two non-standard contracts

b) Do you adhere to the Code of Practice of the Recruitment and Employment Confederation?

YES/NO

If no, please explain fully