# Fair Work First employer declaration

**This form must be completed by all funding recipients.**

Where the value of funding received is less than £100,000, this declaration is deemed to be a self-certification of payment of the real Living Wage and provision of appropriate channels for effective voice as outlined in the[**Fair Work First - guidance for funding applicants**](https://www.nature.scot/doc/fair-work-first-fwf-guidance-funding-applicants).

Aberdeenshire Council will collect and hold your contact details.  You should read our [**Funding Privacy Notice**](https://publications.aberdeenshire.gov.uk/business-support-and-advice-privacy-notice) for further information. You must ensure that any sensitive information is removed or redacted from the evidence you provide.

Mandatory Elements of Fair Work First:

* payment of the real Living Wage to all employees, including all apprenticeships (this includes trainee psychologists within local authorities).
* Providing appropriate channels for effective voice, such as trade union recognition.

Other Elements (not yet mandatory but to be encouraged):

* investment in workforce development.
* no inappropriate use of zero hours contracts.
* action to tackle the gender pay gap and create a more diverse and inclusive workplace.
* offer flexible and family friendly working practices for all workers from day one of employment.
* oppose the use of fire and rehire practice.

## Section 1: Application Details

|  |  |
| --- | --- |
| Programme Title: (CRI) |  |
| Employer Name |  |
| Contact person and title |  |
| Total grant requested | £ |

## Section 2: Employee details

|  |  |
| --- | --- |
| Total number of employees in business/organisation |  |
| Number of employee posts receiving the grant subsidy |  |
| I confirm that we provide appropriate channels for effective voice, such as trade union recognition. | YES  NO |
| Please confirm: which channel for Effective Voice do you utilise (delete as appropriate) | Line Management / Staff surveys / Suggestion schemes / Online platforms / Staff forums / Trade Unions /Joint Consultative Committee (JCC ‘s)/ European Works Councils (EWC’s) |
| I confirm that we provide payment of the real Living Wage to all employees, including all apprenticeships, within our organisation. | YES  NO |
| If the answer to the above is NO please complete an exemption  [Fair Work First Exemption](https://view.officeapps.live.com/op/view.aspx?src=https%3A%2F%2Fwww.gov.scot%2Fbinaries%2Fcontent%2Fdocuments%2Fgovscot%2Fpublications%2Fadvice-and-guidance%2F2023%2F03%2Ffair-work-first-guidance-2%2Fdocuments%2Ffair-work-first-template-organisations-request-exception-real-living-wage-condition%2Ffair-work-first-template-organisations-request-exception-real-living-wage-condition%2Fgovscot%253Adocument%2Ffair-work-first-template-organisations-request-exception-real-living-wage-condition.docx&wdOrigin=BROWSELINK) |  |

I understand that as a condition of this grant award, the Fair Work First conditions above must be met and hereby declare that

…………………………………………………………………………………… (name of organisation or individual) **will / does already** (delete as appropriate) meet the two mandatory Fair Work First conditions.

Signed ……………………………………………………………………………………..

Name in block letters ……..……………………………………………………………………………..

Date …………………………..………………………………………………………..