

Sep/04

**IMMIGRATION DIRECTORATES' INSTRUCTIONS**

**CHAPTER 5  
SECTION 6**

**ANNEX R**

**MINISTERS OF RELIGION, MISSIONARIES  
AND MEMBERS OF RELIGIOUS ORDERS**

**QUESTIONNAIRE FOR USE IN  
MINISTER OF RELIGION CASES**

**1. ABOUT THE QUESTIONNAIRE**

The Questionnaire is divided into 3 sections (on the same principle as a work permit application form) as follows:

\* ***Details of United Kingdom Organisation:-***

Purpose: To link with any previous information and establish the credibility and financial standing of the sponsoring body as a recognised religious organisation able to support a full-time worker.

\* ***Details of Employment offered:-***

Purpose: To establish that the job is consistent with the definition of the role of a minister of religion, will occupy the applicant full-time and is in accordance with the needs of the organisation described in Section A.

\* ***Details of Applicant:-***

Purpose: To show that the applicant is qualified to do the job described in Section B and can otherwise fulfil the requirements of the Rules.

**2. THE QUESTIONNAIRE**

**A. Details of United Kingdom organisation**

[1] What is the full name and address of the sponsoring organisation?

When was it established?

Is there a parent organisation in this country or abroad?

Are there any affiliated groups in the UK?

[2] What premises does the organisation own, rent or have the use of and how are they used?

Are the premises registered under the Places of Worship Act 1855?

[3] How many people

a) regularly attend worship?

b) regularly take part in other activities run by the organisation?

[4] How many staff are employed and what are their functions?

[5] Please forward a copy of the latest accounts.

**B. Details of employment offered**

[1] Please forward a copy of the applicant's job description, showing how much time he is likely to spend on his various duties.

[2] Is the job a newly created one?

If so, why is the job now necessary?

If not, how has the work been done previously?

[3] What salary will the applicant be paid?

Please give details of any additional payments, including any accommodation offered to the applicant and his family.

[4] Please forward a copy of any contract of employment.

[5] How long do you expect to employ the applicant?

**C. DETAILS OF APPLICANT**

[1] How was the applicant selected?

[2] Were any other candidates considered?

If so, please give details of the total number of candidates and the number and brief details, without names, of those on the short list.

[3] What is the applicant's present occupation?

How long has he held this post?

[4] Please give details of any other experience and/or professional or academic qualifications which make the applicant particularly suitable for this employment.

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