The British Institute of Recruiters



BIOR Audited

The BIOR audit for recruitment businesses in any sector. Version 1.2, 16 November 2026.

One fee for two years. All online. No visit.

BIOR Audited means a recruitment business has had its policies and a sample of its placement files read, line by line, against UK recruitment law and the BIOR Code, by the professional body that certifies it, within the last two years. It is proof a tender panel, a preferred supplier list or a client's due diligence can check for itself when the question is "are you audited".

Judge it by these ten facts

1. **All online.** No visit.
2. **Ten working days.** The outcome within ten working days of submission.
3. **The price.** £895 plus VAT for two years. The Agency Membership fee is separate.
4. **Free declaration.** One free declaration at twelve months, under two minutes.
5. **The standard.** Set out line by line, with its version number, before you upload a thing.
6. **Every line shown.** Every line of the outcome shown, met or not met, with the clause it rests on.
7. **Public record.** Your status on a public verification page any buyer can open, with the verification address printed on the certificate.
8. **Live badge.** A badge for your website and email signature that points at the live record.
9. **Help throughout.** A help panel in the portal, and the BIOR team at support@ior.org or 0161 232 0991.
10. **Read by the team. Every question and problem raised in the portal is read by the BIOR team.**

The audit is for BIOR Agency Members. Agency Membership starts from £995 plus VAT a year, is separate, and comes first. The audit fee can go on the same invoice as the membership fee, or be added later.

Agency Membership includes the BIOR certification assessment, which the agency passes before it starts the audit. The audit is then every two years, with a free declaration at twelve months.

What the audit checks

The business, in fifteen lines. A named owner of compliance, the terms issued to work-seekers, the Key Information Documents, advertising, fees and transparency, the payroll chain and every umbrella company used, statutory sick pay and rates, the day-one rights in force since April 2026, the harassment duty from 30 October 2026, documentation discipline, the January 2027 plan, right to work, agency workers' rights, data protection, and complaints and the Code.

The files, five placements. Five placements from the last six months, chosen by BIOR and not by the agency, each read against a ten-line checklist, from the terms issued before the first day to the payslip matching the Key Information Document.

The version you were audited against is kept with your record, so the buyer knows what the status means.

How it works

1. **Add the audit.** An Agency Member adds the audit from its dashboard. The dashboard then shows three tiles, the business lines with a director's declarations, the placement files with an upload box for each checklist line, and Submit.
2. **Upload in your own time.** The pages save as they go, so the audit can be left and picked up where it was. The five files are chosen the moment the placements list is saved.
3. **The outcome, as a page.** We read the submission and issue the outcome within ten working days. Every line is met or not met, in plain words, with the regulation it rests on. Where a gap can be closed, the evidence is uploaded on the same page within twenty working days and the status follows.

What a buyer sees

A buyer searches the business at ior.org/verify. An audited business shows its BIOR Audited status and the date it runs to. A business in progress, due or lapsed is shown as such. Every audited business is also listed at ior.org/audited. The record is published by BIOR from the live register, not by the agency.

Yours to show

A badge for your website and your email signature that points at the live record, a certificate with the verification address printed on it, and your verification page. All three follow the live record.

What the status says, and what it does not

It says the business had the processes the law requires, a sample of its files showed them in use, and a director signed the declarations. It does not say that every placement complied, that the business meets every obligation outside the standard, or that it holds any sector accreditation.

Every two years, with a declaration between

The status runs for two years from the outcome. At twelve months the business confirms on one page of its dashboard that its documents stand and nothing in its declarations has changed. There is no fee for the declaration. Sixty days before expiry the business is invited to renew. A status that is not renewed, or a membership that lapses, shows as lapsed on the public record.

Supplying schools and colleges

Agencies that supply schools and colleges can also hold Education Supply Certified. An agency with education and commercial desks can hold both, shown as two lines on its verification page. Neither replaces the other.

Start

Agency Members add the audit from the dashboard. Not yet a member? Start at ior.org/agency-membership.

Questions to support@ior.org or 0161 232 0991.

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