



MRS/AQR Recruiter Accreditation Scheme

Annual Update for RAS Accredited Company

There are two types of company accreditation:

- RAS Accreditation (In-House): For organisations which undertake in-house recruitment only, RAS Accreditation (In-house) will be given once 50% or more of the organisations' staff undertaking recruitment have successfully achieved accreditation.
- RAS Accreditation (External): For those organisations that use the services of external freelance recruiters, RAS Accreditation (External) will be given once 50% or more of all in-house staff undertaking recruitment are RAS Accredited Recruiters and at least 50% of all external recruiters (such as independent recruiters) that are used by the organisation are RAS Accredited Recruiters

For MRS to verify a company's continued eligibility for RAS Accredited Company status please complete the annual update request for either RAS Accreditation (In-House) or RAS Accreditation (External), as appropriate.

On completion of the form please email, with supplementary information, where requested, to ras@mrs.org.uk

On successful verification by MRS the company will receive an email confirming continued accreditation.

Note (1): This data is being collected in accordance with the MRS Privacy Policy which is available [here](#). The information requested, including the names of accredited recruiters used within your organisation, is for the purpose of confirming the accreditation criteria continues to be met. The data will not be used for any other purpose.

Note (2): The two regulatory guidelines that underpin the scheme are:

Qualitative Research Recruitment – Legal Requirements and Best Practice: Regulations for Recruiters

MRS Regulations for Buying of Qualitative Research Recruitment Services

Please complete:

Company Name: _____

Primary Contact for RAS with the Company:

Name: _____

Email Address: _____

RAS Accreditation (In-House)

Yes: No: (mark as appropriate)

1. Number of total staff in-house undertaking recruitment: _____

2. Number of in-house staff undertaking recruitment that are RAS Accredited: _____

3. IQCS and/or ISO 20252* Certified Telephone Unit: Yes No

4. Please detail the names of your in-house RAS Accredited Recruiters:

_____	_____
_____	_____
_____	_____
_____	_____

5. Does the company use the services of External/Freelance Recruiters? Yes No

6. If yes, please specify the number of External/Freelance Recruiters the company regularly uses:

(Insert number)

7. Have you used Non-RAS Accredited External/Freelance Recruiters for Recruitment Services provided to MRS Company Partners in the past year? Yes No

8. If yes, please specify the number of Non-RAS Accredited External/Freelance Recruiters used:

(Insert number)

Details the circumstance under which their recruitment services were used:

9. Will the company be working towards RAS Accreditation (External)? Yes No

10. If Yes to question 6, by which date do you expect to be RAS Accredited Company (External) compliant: _____

I confirm that the information supplied above is to the best of my knowledge accurate and a fair representation for continued compliance as a RAS Accredited Company.

Signature: _____

Date: _____

RAS Accreditation (External)

Yes: **No:** *(mark as appropriate)*

1. Number of total staff in-house undertaking recruitment: _____

2. Number of in-house staff undertaking recruitment that are RAS Accredited: _____

3. IQCS and/or ISO 20252* Certified Telephone Unit: Yes No

4. Please detail the names of your in-house RAS Accredited Recruiters:

_____	_____
_____	_____
_____	_____
_____	_____

5. Specify the total number of External/Freelance Recruiters the company regularly uses:

(insert number)

6. Specify the total number of External/Freelance Recruiters the company regularly uses that are RAS Accredited:

(insert number)

7. As an addendum to this form please supply a list of the names of the External/Freelance Recruiters that the company regularly uses:

(Check Box to confirm list of names supplied)

8. Have you used Non-RAS Accredited External/Freelance Recruiters for Recruitment Services provided to MRS Company Partners in the past year? Yes No

9. If yes, please specify the number of Non-RAS Accredited External/Freelance Recruiters used:

(Insert number)

Details the circumstance under which their recruitment services were used:

I confirm that the information supplied above is to the best of my knowledge accurate and a fair representation for continued compliance as a RAS Accredited Company.

Signature: _____

Date: _____