

Fixed Term Employees (Prevention of Less Favourable Treatment) Regulations 2002

Model Regulation 9 letter – requesting confirmation of permanence

Please ensure you have read the appropriate guidance at www.ucu.org.uk/media/docs/3/m/he_advice_ft_hp.doc and involved your local UCU representative before submitting this request

To [The Director of Personnel/ Human Resources for your employer
Including full address]

From [Your full name, job title and workplace address]

Date [.....]

Dear [Insert name]

Fixed-term Employees [Prevention of Less Favourable Treatment] Regulations 2002

I have been employed by [name of employer] since [date employment commenced]. I am now on my [nth] contract / my contract was previously renewed on [insert date of last renewal]* (*delete as appropriate).

I do not believe that there are any objective justifications for my employment to be on a fixed-term basis.

I therefore believe that I have the right to regard my position as permanent in accordance with Regulation 8 of the above Regulations.

I am formally writing to request from my employer [name of employer] a written statement confirming that my contract is no longer fixed-term.

I would be grateful if you would provide the statement to me within the statutory 21 days defined in Regulation 9.

Yours sincerely

[.....]

cc UMUCU (ucu@manchester.ac.uk)
Gregory Lane-Serff (UMUCU)