

# Brexit Checklist

## Workforce

Workforce	Issues to consider	Timetable
Employing EU Citizens	<p>What percentage of your workforce is from the EU27?            What is the level of risk if they leave and how it might affect your business?            Have any risk areas been identified around skills and language?            Do your EU staff members know the steps to take to be able to continue working in Jersey?</p> <p><i>Any EU citizen will need to apply to the Jersey EU Settlement Scheme to continue living and working in Jersey following Brexit</i>  <i>Jersey EU Settlement Scheme application</i>  <i>Entering Jersey after Brexit</i></p>	<i>It takes around 6 weeks to process applications</i>
Business travel	<p>Are you aware of changes to the validity of your British passport following a 'no deal' Brexit?  <i>Validity of your passport following a 'no deal' Brexit</i></p>	<i>You can renew a passport at any time.</i>
Recognition of qualifications	<p>Are you aware of changes to the recognition of professional qualifications?  <i>UK guidance on professional qualifications</i>  <i>EU guidance on professional qualifications</i></p>	<i>Check as soon as possible</i>
Future training needs	<p>What will be your training needs over the coming months?            Do your staff need to better understand some of the potential new customs and export processes?            Do staff require wider Brexit training?</p>	<i>Check as soon as possible</i>
Future staffing needs	<p>What will be your skills and labour needs over the next few years?            Will you need to hire someone from outside Jersey? What steps will you need to take to hire them?            What are the employment law implications for employees based in EU countries and the business?            What can you do to help retain skills and labour?  <i>The UK's future skills-based immigration system</i></p>	<i>Check as soon as possible</i>

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## Importing, exporting and transporting

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Cross Border Trade	<p>How resilient is your supply chain to potential border delays?            What new procedures do you need to comply with for trade?            Can you provide proof of where you source your goods?  <i>The European Commission's 'Brexit Preparedness Checklist' for companies doing business in the EU</i>            Do you know the trade tariff rates for imported and exported goods in the event of a 'no deal' Brexit?  <i>Check UK guidance and publications on temporary rates of customs duty on imports after Brexit</i></p>	<p><i>If the correct tariff is not paid your goods could be held for up to 4 weeks.</i></p>
Customs checks	<p>Are you aware of current customs checking procedures?  <i>UK flowcharts for import and export processes after Brexit</i>  <i>Customs and Brexit: consequences and costs guidance</i>            Do you transport livestock, animal products or plants to or from the EU and know what documentation to complete?  <i>Jersey Customs &amp; Immigration Service Trader Engagement notes</i></p>	<p><i>Check as soon as possible</i></p>
Customs Approved Trader and training	<p>Do you know the benefits of becoming a customs approved trader such as fast-tracked customs clearance procedures?            Do you or your staff need help and training in new customs processes and compliance requirements?  <i>How to become a customs approved trader</i></p>	<p><i>Check as soon as possible</i></p>
Food	<p>Does your business import, export or distribute food? Do you have an interest in products protected under Geographical Indicator regulations such as Jersey Royals?  <i>UK guidance on importing, exporting and distributing food and on protecting food and drink names</i></p>	<p><i>Check as soon as possible</i></p>
Transport	<p>Are you aware of changes Brexit will bring to air, road and sea transport and taking your pet or horse abroad?  <i>Jersey Government's guidance on transport and travel</i>            Do you need to consider the vehicle safety and roadworthiness standards to ensure you can drive in the EU after Brexit?            Are you aware of the EU's contingency measures to maintain essential transport connections including freight?  <i>European Commission's measures designed to limit disruption</i>            Does your business require European Conference of Ministers of Transport (ECMT) international road haulage permits?  <i>How to apply for ECMT permits</i></p>	<p><i>There is a 9-month grace period</i></p> <p><i>It takes up to 2 weeks</i></p>

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## Regulations, finances and data

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Consumer rights	Are you aware of the levels of consumer protection afforded to Jersey citizens? <i>Further information available from <a href="#">Jersey Trading Standards</a> and <a href="#">Jersey Citizens Advice</a></i>	<i>Check as soon as possible</i>
Regulation and competition policy	What regulatory agencies do you work with? Will you need to comply with different UK or EU regulations or requirements to ensure fair competition? <i>Further information available from <a href="#">The Channel Islands Competition &amp; Regulatory Authorities</a></i>	<i>Check as soon as possible</i>
Finances and insurance	If there is currency volatility, will that impact you? What currency is your business paid in? Will there be cost increases to your operating model? Will your insurance policies be affected by Brexit-related changes to the business environment? Are you insured for storing additional stock or raw materials?	<i>Check as soon as possible</i>
Legal changes	Should terms of your contracts be reviewed in light of Brexit? Do they make references to the EU/ the UK being a member state? Does your contract rely on EU regulation applicable to contractual arrangements? <i>UK guidance on civil legal cases if there's no Brexit deal</i> Does your business form part of a group that has a UK company with cross-border operations? <i>UK guidance on structuring your business</i> Is your business impacted by changes brought about by or made as a result of implementing legislation under the <i>European Union (Repeal and Amendment) (Jersey) Law 2018</i> ? The law allows for swift changes to domestic legislation necessary as a result of Brexit	<i>Check as soon as possible</i>
Intellectual Property and transfer of business or personal data	Have you contacted trademark bodies/solicitors/IP advisors on how to protect your intellectual property? Do you hold business or personal data? Although Jersey remains a third country for Data Protection, maintaining its own data protection legislative framework, Brexit will change the legal framework governing transfers of personal data from organisations in the EU to the UK. <i>For further advice on using personal data in your business or please see the website of <a href="#">Jersey's Information Commissioner</a></i>	<i>Check as soon as possible</i>