



RECRUITMENT ADVISOR

Document title: Version 2 – Agency Review’s Weighing System

1. Weighing System for agency rating

This weighing system applies for all reviews posted in www.recruitmentadvisor.org. With this weighing system, user’s response to questions for “review an agency” will automatically be calculated by the system according to the value defined for each question. Below is the details of the weighing system:

Num	Question Section 1: Recruitment Fees & Related Costs	Weight for Yes	Weight for No
1	I paid for the following costs during the recruitment process: <ul style="list-style-type: none"> a) Recruitment Fees b) Medical costs c) Insurance costs d) Costs for skills & qualification test e) Costs for orientation f) Equipment costs g) Travel & lodging costs h) Administrative costs i) Costs for special skills training j) Please specify other: _____ 	5 to be deducted by points from selected items 0.5 0.5 0.5 0.5 0.5 0.5 0.5 0.5 0.5 0.5	5
	Total Weight	If all items selected = 0	5
	Question Section 2: Pre-employment Orientation	Weight for Yes	Weight for No
2	I received the following information during pre-employment orientation: <ul style="list-style-type: none"> a) Information about my rights and obligations b) Information about what to do if I have a complaint c) Information about useful contacts & services at destination d) Please specify other : _____ 	1.25 1.25 1.25 1.25	0
	Total Weight	If all items selected = 5	0
	Question Section 3: Employment Contract		
3	I received contract before starting employment	1,5	0
4	The employment contract was in a language I can understand	1,5	0



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5	The employment contract contains clear information about:		
	a) Salary	0.25	0
	b) Job description	0.25	0
	c) Job location	0.25	0
	d) Working time	0.25	0
	e) Leave days	0.25	0
	f) Accommodation	0.25	0
	g) Health care coverage	0.25	0
	h) Please specify other	0.25	0
	Total Weight	5	0
Num	Question Section 4: Working Conditions	Weight for Yes	Weight for No
6	My agency sent me to work in _____(company name)	Not mandatory	
	My passport and other personal documents were taken by:	0	1
	a) My recruitment agency		
	b) My employer		
	c) Please specify other: _____		
7	I received the job I was promised	1	0
8	I received the salary I was promised	1	0
9	I could resign from employment freely with reasonable notice	1	0
10	There was a union or workers' association I could join	1	0
	Total Weight	5	0
Num	Question Section 5: Worker's evaluation	Weight for Yes	Weight for No
11	I would use the same recruitment agency again	2	0
12	I would return to the same employer	2	0
13	I would return to/stay in the same country for my future job	1	0
	Total Weight	5	0

2. After review is posted online

With the above weighing system, the rating and its weight will be as below:

General rating	Weight (total = 25)
★	≤ 5
★★	5.1 – 10
★★★	10.1 – 15



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★★★★★	15.1 – 20
★★★★★★	20.1 – 25

Depending on the rating, a notification will pop-up after a review is posted online. Below are the 5 different notifications:

1. Ask for your rights! ★

Your recruitment agency doesn't comply with most of the labour regulations. Ask for your rights! Look for your local union **here**. If you have any questions or need further help, please fill in this **form** and we will get back to you shortly.

2. You are entitled to more! ★★

Your recruitment agency complies with very few labour regulations. As a migrant worker, you are entitled to more! Find out more about your rights. Get in touch with your local union **here**. Click **here** to learn more about your rights as a migrant worker.

3. Find out more about your rights! ★★★

Your recruitment agency complies with some labour regulations but it doesn't fully protect your rights as a migrant worker. Click **here** to learn more about your rights as a migrant worker. If you have any doubts, contact your local union **here**.

4. Be aware of your rights in your country of origin and destination! ★★★★

Your recruitment agency complies with most of the existing national labour laws and policies. However, international labour standards are not always respected. Click **here** to learn more about your international rights as a migrant worker.

5. Get ready for your job abroad! ★★★★★

Your recruitment agency complies with both national and international labour standards. However, there is always room for improvement. Next time you want to get a job abroad, check out our website to make sure you make the right decision.

3. Descriptions of summary of agency review on an agency page

Current item	Change to	Definition
Recruitment Fees	Recruitment Fees & Related Costs ★★★★★★	Higher rating indicates lower or zero fees & costs that workers have to pay for the recruitment
Pre Departure Orientation	Pre-Employment Orientation ★★★★★★	Higher rating indicates workers received necessary orientation
Employment contract	Employment contract ★★★★★★	Higher rating indicates workers received contract that is understandable &



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		contain clear info about workers' rights
Conditions in the Country of Destination	Working conditions ★★★★★	Higher rating indicates workers received the rights that were promised
On return	Worker's evaluation ★★★★★	Higher rating indicates workers are satisfied and willing to do recruitment again with this agency