

## IRELAND

### **I. Legal notice - disclaimer**

This sheet aims to provide a general overview of the main substantive rules concerning terms and conditions of employment to be respected in accordance with the legislation transposing Directive 96/71/CE concerning the posting of workers in the framework of the provision of services (OJ L 18 of 21.1.1997). It does not replace legislative, regulatory or administrative texts, or applicable collective agreements. The information below has been provided by the authorities of the Member States. Every effort has been made to ensure its accuracy. Neither the Commission nor the Member States concerned can, however, guarantee that the information provided is always precise, complete, accurate and up to date. Furthermore, publication on the portal of the European Commission does not imply in any way that the latter or its services consider the rules presented in this way to be in conformity with Community law.

All the Acts mentioned below are available through the Irish Statute Book website at [www.irishstatutebook.ie](http://www.irishstatutebook.ie)

Explanatory information publications on employee's employment rights and employer's employment rights obligations in Ireland are available at [www.workplacerelations.ie](http://www.workplacerelations.ie) under Publications & Forms.

Explanatory information publications concerning health, safety and hygiene at work issues in Ireland are available at [www.hsa.ie](http://www.hsa.ie) under Publications and Forms.

### **II. Instrument transposing Directive 96/71/EC**

Section 20 of the Protection of Employees (Part-Time Work) Act 2001 transposed Directive 96/71/EC of the European Parliament and of the Council of 16 December 1996 concerning the posting of workers in the framework of the provision of services into Irish law.

### **III. Information on legislation applicable in accordance with the Directive**

Information regarding employment rights legislation applicable to undertakings which, for a limited period of time, post workers to the territory of another Member State can be obtained at the following address:

Workplace Relations Customers Service Unit  
O'Brien Road  
Carlow  
Co. Carlow  
Ireland

Lo call: 1890 80 80 90 (between 9:30am and 5:00pm, Monday to Friday)

Overseas callers should call +353 59 917 8990

Fax: 059 917 8909 or +353 59 917 8909

E-mail (mailto:webmaster@workplacerelements.ie)

Website [www.workplacerelements.ie](http://www.workplacerelements.ie)

Information regarding health, safety and hygiene at work applicable to undertakings which, for a limited period of time, post workers to the territory of another Member State can be obtained at the following address:

Workplace Contact Unit  
Health and Safety Authority  
Metropolitan Building  
James Joyce Street  
Dublin 1  
Ireland

Lo call: 1890 289 389 (between 9:30am and 4:30pm, Monday to Friday)

Overseas callers should call +353 1 614 7000

Fax: 01 614 7125 or +353 1 6147000

Email (mailto: [wcu@hsa.ie](mailto:wcu@hsa.ie))

Website [www.hsa.ie](http://www.hsa.ie)

Written enquiries regarding health, safety and hygiene at work applicable to undertakings which, for a limited period of time, post workers to the territory of another Member State may also be addressed to the Head Office or one of its Field Offices at the following addresses:

<b>Head Office:</b> The Metropolitan Building James Joyce Street Dublin 1  <u>Directions</u>	<b>Chemical Policy &amp; Services Head Office and Kilkenny Field Office:</b> 3rd Floor Hebron House Hebron Road Kilkenny
<b>Waterford Field Office:</b> 5 <sup>th</sup> Floor Government Buildings The Glen Waterford	<b>Cork Field Office:</b> 3 <sup>rd</sup> Floor 1A South Mall Cork
<b>Limerick Field Office:</b> Block A Loughmore Centre Raheen Business Park Limerick	<b>Galway Field Office:</b> Odeon House Eyre Square Galway

<b>Sligo Field Office:</b> Unit 1 Beulah Building Finisklin Road Sligo	<b>Athlone Field Office:</b> Block A, 2 <sup>nd</sup> Floor Monksland Retail Business Park Athlone
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#### **IV. Situations constituting a posting [Article 1 of the Directive]**

Section 20 of the Protection of Employees (Part-Time Work) Act 2001 applies to undertakings which take one of the transnational measures mentioned in article 1 of the Directive. It provides that Irish employee employment legislation and health, safety and hygiene at work legislation applies to posted workers within the meaning of the Directive.

#### **V. Posted workers [Article 2 of the Directive]**

Directive 96/71/EC applies to workers who, for a limited period of time, carry out their work on the territory of a Member State, other than the State in which they normally work.

In Ireland an “employee” is understood to be “a person of any age who has entered into or works under (or, where the employment has ceased, entered into or worked under) a contract of employment and references, in relation to an employer, to an employee shall be construed as references to an employee employed by that employer, irrespective of that person's title in the country of origin.

According to the case law of the Court of Justice of the European Communities, the temporary nature of an activity carried out on the territory of a Member State in the context of free provision of services cannot be determined abstractly but should be judged on a case-by-case basis, in consideration of but not limited to factors such as the duration, the frequency and periodicity or continuity of the work.

Section 20 of the Protection of Employees (Part-Time Work) Act 2001 provides that all Irish employee protection legislation and health, safety and hygiene at work legislation applies to a posted worker within the meaning of Directive 96/71/EC. There has been no case law in Ireland referring to the definition of a posted worker.

It should be noted that if an occupational activity in Ireland can no longer be considered as being exercised temporarily, taking account of the relevant criteria, but is stable and continuous, *all* the binding rules and regulations in force in Ireland apply.

#### **VI. Work periods and rest periods [Article 3(1)(a) of the Directive]**

The Organisation of Working Time Act 1997 which transposed Council Directive 93/104/EC of 23 November 1993 concerning certain aspects of the organisation of working time into Irish law provides for;

- a rest break of 15 minutes after work of more than four and a half hours
- a further rest break of 15 minutes after work of more than six hours
- a rest period of 11 consecutive hours in every 24 hour period
- a rest period of 35 consecutive hours in every 7 days or 59 consecutive hours in 14 days
- a maximum average working week of 48 hours averaged generally over 4 months and

- maximum average nightly working hours per week of 48 hours averaged over 2 months.

## **VII. Paid annual holidays [Article 3(1)(b) of the Directive]**

The Organisation of Working Time Act 1997 provides that an employee is entitled to paid annual leave as follows:

- 4 working weeks in a leave year in which he or she works at least 1,365 hours (unless it is a leave year in which he or she changes employment) or
- one-third of a working week for each month in the leave year in which he or she works at least 117 hours, or
- 8 per cent of the hours he or she works in a leave year (subject to a maximum of 4 working weeks)

## **VIII. Pay [Article 3(1)(c) of the Directive]**

The National Minimum Wage Act 2000 provides for a statutory minimum hourly rate of pay. The rate with effect from 1 July 2001 is € 8.65 for an experienced adult worker.

Currently there are no nationally enforceable collective agreements governing pay. The National Minimum Wage of €8.65 per hour applies to all employment sectors.

## **IX. Rules concerning hiring-out of workers and terms and conditions which apply to temporary workers [Articles 3(1)(d) and 3(9) of the Directive]**

The Protection of Employees (Temporary Agency Work) Act 2012 was signed into law on 16 May 2012. It provides that all temporary agency workers must have equal treatment with comparable employees (workers who do the same work under the same or similar conditions) in respect of basic working and employment conditions regarding:

- Pay (basic pay, shift pay, piece rates, overtime, unsocial hours pay and Sunday premia)
- The duration of working time, rest periods, night work, overtime, annual leave and public holidays

Temporary agency workers must also have equal access to canteen, childcare facilities and transport services and must be informed of any vacant position of employment with the hirer.

## **X. Health, safety and hygiene at work [Article 3(1)(e) of the Directive]**

The Safety, Health and Welfare at Work Act 2005 is the primary Act governing occupational health and safety law in Ireland. The Act gives effect to Council Directive 89/391/EEC of 12 June 1989 on the introduction of measures to encourage improvements in the safety and health of workers at work and Council Directive 91/383/EEC of 25 June 1991 on measures to improve the safety and health at work of workers with a fixed duration or temporary employment relationship. Numerous Statutory Instruments entitled Safety, Health and Welfare at Work (available at Irish Statute book website [www.irishstatuebook.ie](http://www.irishstatuebook.ie)) provide

regulations for specific employment sectors. Legislation on Health and Safety is enforced by health and safety inspectors attached to the Health and Safety Authority ([www.hsa.ie](http://www.hsa.ie)).

The primary focus of the Health and Safety Authority is the prevention of workplace accidents, illnesses and dangerous occurrences and it provides also for significantly increased fines and penalties aimed at deterring the minority who continue to flout safety and health laws.

This 2005 Act is framework in nature, focusing on broad general duties and the organisational and structural arrangements necessary to achieve better safety and health.

Important elements of the Act

### **General Duties of Employees**

- In general employees must,
- comply with relevant safety and health laws,
- not be under the influence of an intoxicant at the place of work; and in that regard submit to an appropriate test, if reasonably required by their employer,
- not engage in improper conduct or behaviour,
- wear personal protective clothing where necessary,
- cooperate with their employer and look out for one another, and
- not do anything which would place themselves or others at risk.

### **General Duties of Employers**

It will continue to be the duty of every employer to do everything he or she can, as far as reasonably practicable, to ensure the safety, health and welfare of his or her employees. The list of specific duties and responsibilities on employers will include responsibility for ensuring adequate instruction and training, without loss of earnings to employees.

Employers must also ensure, as far as reasonably practicable, that others at the place of work, not being employees, are not exposed to risks to their safety, health or welfare.

## **XI. Rules concerning terms and conditions of employment of pregnant women and women who have recently given birth [Article 3(1)(f) of the Directive]**

The Maternity Protection Act 1994 which repealed and re-enacted with amendments the Maternity Protection of Employees Acts 1981 to 1991 implements the employment rights aspects of the EU Pregnant Workers' Directive (92/85/EC). The legislation was amended by the Maternity Protection (Amendment) Act 2004 to implement the recommendations of a review group set up under social partnership.

The Acts provide that all female employees who have notified their employer in writing of their condition (at least 4 weeks before the she intends to go on maternity leave) are entitled to 26 consecutive weeks' maternity leave plus 16 weeks' additional unpaid maternity leave. The Acts do not require an employer to pay an employee during maternity leave. However, a woman who is entitled to maternity leave and who has paid sufficient PRSI contributions may qualify for Maternity Benefit from the Department of Social Protection. The Departments website is [www.welfare.ie](http://www.welfare.ie) .

The optional additional maternity leave is at the employee's own expense. During the pregnancy, and for the 26 week period immediately following the birth, employees are entitled to time off without loss of pay for ante-natal and post-natal medical visits. The 2004 Act makes provision for employees to attend ante-natal classes (subject to certain conditions). The Acts also provide for health and safety leave in certain circumstances. An employer is liable to pay the employee for the first three weeks of health and safety leave and thereafter, eligible employees receive a Health and Safety Benefit from the Department of Social Protection. The Act also entitles the father of a child to leave in the event of the death of the mother within 24 weeks of the birth of a living child.

During maternity leave, health and safety leave, natal care absences, absences in relation to attendance at ante-natal classes or breastfeeding, and maternity leave to which the father is entitled on the death of the mother, the employee is regarded as being in the employment of the employer and retains all of his/her employment rights. However, an employer may require that a period of probation, training or apprenticeship be suspended while the employee is on such leave.

During periods of additional(unpaid) maternity leave (and equivalent leave periods to which fathers are entitled in the event of the death of the mother within 24 weeks of the birth), an employee's employment relationship with the employer continues to exist. These absences from work on additional maternity leave count for all employment rights associated with the employment (except remuneration and superannuation / pension benefits) such as seniority and annual leave as a result of amendments made by the 2004 Act.

- The main provisions of the 2004 Act are:- Provisions for breastfeeding mothers with an entitlement, without loss of pay, until the child is 6 months old to a reduction of working hours or where breastfeeding facilities are provided by the employer, breastfeeding breaks
- A new provision reducing the compulsory pre-confinement period of maternity leave from 4 weeks to 2 weeks which will allow greater flexibility for pregnant employees in taking maternity leave in a manner to meet their particular circumstances
- Provision for expectant mothers to attend some ante-natal classes without loss of pay
- Provision for fathers to paid time off to attend the two ante-natal classes immediately prior to the birth
- Provision for termination of additional maternity leave in the event of illness. This will allow the employee to benefit from whatever sick pay benefit scheme is in place (section 6 and 11 of the 2004 Act which inserts sections 14A and 16A into the 1994 Act.
- Provision for an employee to postpone the period of maternity/additional maternity leave in the event of hospitalisation of the child and to return to work. The employee may take the untaken portion of her maternity leave/additional maternity leave in one continuous block on the discharge of the child from hospital.
- Provision that an employee's absence from work on additional maternity leave will count for all employment rights associated with the employment (except remuneration and superannuation benefits) such as seniority and annual leave.

## **XII. Rules concerning terms and conditions of employment of children and young people [Article 3(1)(f) of the Directive]**

The Protection of Young Persons (Employment) Act 1996 gave effect to Council Directive 94/33/EC of 22 June 1994 on the Protection of Young People at Work. The Act also consolidates the law on young workers and gives effect to international rules on protecting young workers drawn up by the International Labour Organisation and the European Union. The law is designed to protect the health of young workers and to ensure that work during the school year does not put a young person's education at risk. The law sets minimum age limits for employment, sets rest intervals and maximum working hours, and prohibits the employment of under 18s on late night work. Employers must keep specific records for their workers who are under 18.

## **XIII. Equality and non-discrimination [Article 3(1)(g) of the Directive]**

The Employment Equality Acts 1998 and 2004 prohibit discrimination in the workplace on nine grounds. The discriminatory grounds are gender, marital status, family status, sexual orientation, religion, age, disability and membership of the Traveller community. The Acts apply to

- all persons in employment, including prospective employees and former employees,
- to persons in vocational training and
- the self-employed

and comply with recent EU Equality Directives (the Race, Framework Employment and Gender Equal Treatment Directives). Discrimination is defined in terms of less favourable treatment of one person compared with another by reference to a discriminatory ground and includes indirect discrimination, victimization and harassment or sexual harassment. The Acts also provide for the establishment and operation of the Equality and the Equality Tribunal. The Equality Authority provides advice and assistance to persons who feel they may have been discriminated against. The Equality Tribunal provides a forum for redress for cases of discrimination.

Redress for discriminatory treatment can include orders for an end to the treatment, for compensation for the effects of the treatment and, where in the case of a discriminatory dismissal, re-instatement or re-engagement of the person concerned

The Protection of Employees (Part-Time Work) Act 2001 transposed into Irish law, Directive 97/81/EC of 15 December 1997 concerning the Framework Agreement on Part-Time Work concluded by UNICE, CEEP and the ETUC. The main thrust of this Act is to provide that a part-time worker cannot be treated less favourably in relation to conditions of employment including pay and pensions than a comparable full-time employee employed by (a) the same or associated employer as the part-time employee or (b) as a specified comparator for the part-time employee in a collective agreement or failing (a) and (b) employed in the same sector as the part-time employee and provided that the part-time employee and the full-time comparator are performing the same work or similar work or the work of the part-time employee is equal to or greater in value than the work of the full-time comparator

The Protection of Employees (Fixed-Term Work) Act 2003 transposed into Irish law Directive 1999/70/EC of 28 June 1999 concerning the Framework Agreement on Fixed-Term Work concluded by UNICE, CEEP and ETUC. This Act provides that a fixed-term employee cannot be treated less favourably in relation to conditions of employment including pay and pensions than a comparable permanent employee employed by (a) the same or associated

employer as the fixed-term employee or failing that (b) as specified as a comparator for the fixed-term employee in a collective agreement or failing (a) and (b) employed in the same sector as the fixed-term employee and provided that the fixed-term employee and the permanent comparator are performing the same work or similar work or the work of the fixed term employee is equal to or greater in value than the work of the permanent comparator.

The Act also provides a remedy for the abuse arising from the use of successive fixed-term employment contracts. The Act provides in the case of employees on fixed-term contracts which commenced prior to the passing of the Act on 14<sup>th</sup> July 2003 that once such an employee completes or has completed 3 years continuous employment with his or her employer or associated employer, the employer may renew the contract for a fixed term on one more occasion only and that renewal may be for a period of no longer than one year. If the contract is renewed again after this it is deemed to be one of indefinite duration unless the employer has objective grounds for renewing the employment contract again on a fixed-term basis.

In addition the Act provides that in the case of an employee on a fixed-term employment contract which commences after the passing of the Act that where such an employee is employed by his or her employer or associated employer on two or more continuous fixed-term contracts the aggregate duration of those contracts may not exceed four years. If the contract of employment is renewed again after this period it is deemed to be one of indefinite duration unless the employer has objective grounds for renewing it again on a fixed-term basis.

#### **XIV. Terms and conditions of employment concerning other matters [Article 3(10) of the Directive]**

#### **XV.**

The following legislation also applies to posted workers in keeping with the first indent of Article 3.10 of Directive 96/71/EC:

The Terms of Employment (Information) Acts 1994 and 2001 gave effect to Council Directive 91/533/EEC of 14 October 1991 on an employer's obligation to inform employees of the conditions applicable to the contract or employment relationship. The Act which has effect from 16th May 1994, require employers to provide employees with a written statement of certain particulars of their employees' terms of employment.

The Acts, in general, apply to any person

- working under a contract of employment or apprenticeship
- employed through an employment agency or
- in the service of the State (including members of the Garda Síochána (Police) and the Irish Defence Forces, civil servants and employees of any local authority, health board, harbour authority or vocational education committee.

The Acts do not apply to a person who has been in the continuous service of the employer for less than 1 month. Since 20 December 2001, the Act applies to part-time workers in addition to full-time workers.

In the case of agency workers, the party who is liable to pay the wages (employment agency or client company) is the employer for the purposes of the Acts and is responsible for providing the written statement.



The employer must provide the written statement of particulars within 2 months of the date of commencement of employment. In the case of employees whose employment commenced before 16th May 1994, (the commencement date of the Act) the written statement must be provided by the employer within two months of being requested to do so by the employee.

The written statement must include particulars of the terms of employment relating to the name and address of the employer, the place of work, job title/nature of the work, date of commencement of employment, the expected duration of contract (if temporary contract) or the date on which the contract will expire (if fixed term contract), rate or method of calculation of pay, pay intervals, hours of work (including overtime), statutory rest period and rest break entitlements, paid leave, incapacity for work due to sickness or injury, pensions and pension schemes, notice entitlements and collective agreements. The statement must also indicate the pay reference period for the purposes of the National Minimum Wage Act 2000. and must inform the employee that he/she is entitled to ask for a statement of his/her average hourly rate of pay for any pay reference period falling within the previous 12 months as provided for in section 23 of the National Minimum Wage Act 2000. As an alternative to providing some of the details in the statement, an employer may use the statement to refer the employee to certain other documents containing the particulars, provided that the document is reasonably accessible to the employee.

An employer is also required to notify an employee of any changes to the particulars contained in the written statement within 1 month after the change takes effect. Where an employee is required to work outside the State for a period of not less than 1 month, the employer is obliged to add certain particulars to the written statement and to provide the statement prior to the employee's departure.

Regulations made under the Acts require employers to give their employees under 18 a copy of the official summary of the Protection of Young Persons (Employment) Act 1996 within one month of taking up a job.

The Payment of Wages Act 1991 provides that every employee has the right to a readily negotiable mode of wage payment. The modes of payment prescribed in the Act include cheque, credit transfer, cash, postal/money order and bank draft. The Act applies to any person: -

- employed under a contract of employment or apprenticeship
- employed through an employment agency or through a subcontractor
- in the service of the State (including members of the Garda Síochána (Police) and the Irish Defence Forces, civil servants and employees of any local authority, health board, harbour authority or vocational education committee.

In the case of agency workers, the party who is liable to pay the wages is the employer for the purposes of the Payment of Wages Act 1991.

The Act obliges employers to give to each employee with every wage packet a written statement of gross wages (also known as a payslip) itemising each deduction. It is an offence not to do so. If wages are paid by credit transfer, the statement of wages should be given to the employee soon after the credit transfer has taken place.

Employers may not make deductions from wages or receive payment from their workers unless:

- required by law, such as PAYE (income tax) or PRSI (national insurance);
- provided for in the contract of employment, for example, certain occupational pension contributions; or to make good such shortcomings as bad workmanship, breakages or till shortages; or for the provisions of goods and services necessary for the job such as the provision or cleaning of uniforms;
- made with the written consent of the employee, for example health insurance or life assurance or trade union subscriptions.

Special restrictions are placed on employers in relation to deductions (or the receipt of payments) from wages that: -

- (i) arise from any act or omission of the employee or
- (ii) are in respect of the supply to the employee by the employer of goods or services that are necessary to the employment.

A deduction from wages of the kind described at (i) or (ii) above must be authorized by virtue of a term in the employee's contract of employment.

The employee must be given at some time prior to the act or omission, or the provision of the goods or services, written details of the terms in the contract of employment governing the deduction (or payment to the employer) from wages. When a written contract exists, a copy of the term of the contract that provides for the deduction (or payment) must be given to the employee. In any other case, the employee must be given written notice of the existence and effect of the term.

The amount of the deduction described at (i) or (ii) above must be fair and reasonable having regard to all the circumstances including the amount of the wages of the employee.

In addition to the above, in the case of a deduction that is related to the act or omission of an employee, the employee must be given particulars in writing of the act or omission and the amount of the deduction (or payment) at least one week before the deduction (or payment) is made.

## **XVI. Procedural and administrative requirements**

There are no authorisation, guarantee, declaration or representation requirements by the Irish authorities in relation to workers posted to work in Ireland. However, Irish employers are required to keep certain employment and health and safety records in relation to the employment of posted workers. For details, refer to the websites [www.workplacerelations.ie](http://www.workplacerelations.ie) and [www.hsa.ie](http://www.hsa.ie)

## **XVII. Redress in case of conflict**

Complaints by individuals regarding an employers' failure to comply with

- maximum work periods and minimum rest periods;
- minimum paid annual holidays;
- the minimum rates of pay, including overtime rates (excluding supplementary occupational retirement pension schemes) ;
- the conditions of hiring-out of workers, in particular the supply of workers by temporary employment undertakings;

- protective measures with regard to the terms and conditions of employment of pregnant women or women who have recently given birth, of children and of young people;
- equality of treatment between men and women and other provisions on non-discrimination;

or concerning possible illegal transnational activities can be reported to the addresses / contact details at III: Alternatively, complaints regarding employers non-compliance with statutory employment rights obligations in Ireland may be submitted by individuals online using the Workplace Relations Complaint Form available at [www.workplacerelements.ie](http://www.workplacerelements.ie) also located under Publications & Forms. Complaints referred are decided by an Adjudicator following a hearing regarding the issues.

Hard copy complaints may be submitted to the following address:

Workplace Relations Customers Service Unit  
O'Brien Road  
Carlow  
Co. Carlow  
Ireland

Lo call: 1890 80 80 90 (between 9:30am and 5:00pm, Monday to Friday)  
Overseas callers should call +353 59 917 8990  
Fax: 059 917 8909 or +353 59 917 8909

Complaints must be submitted for adjudication within 6 months of the alleged non-compliance.

As an alternative to referring cases to an adjudicator, an employee can refer infringements of employment rights law to a Labour Inspector of the Department of Jobs, Enterprise and Innovation for investigation using the online Workplace Relations Complaint Form available at [www.workplacerelements.ie](http://www.workplacerelements.ie) located under Publications & Forms.

Hard copy complaints may be submitted to the following address:

Workplace Relations Customers Service Unit  
O'Brien Road  
Carlow  
Co. Carlow  
Ireland

Lo call: 1890 80 80 90 (between 9:30am and 5:00pm, Monday to Friday)  
Overseas callers should call +353 59 917 8990  
Fax: 059 917 8909 or +353 59 917 8909

With the exception of complaints for non-compliance with National Minimum Wage rates, employment rights complaints must be submitted for investigation within 12 months of the alleged non-compliance.

Complaints by individuals regarding health, safety and hygiene at work issues such as ;

- Reporting workplace fatalities and serious incidents;
- Complaints relating to workplaces;
- Obtaining health and safety information;
- Notifying the Authority of accidents or incidents through IR1 and IR3 forms;
- Notifying the Authority of construction work through AF2 forms;
- Ordering health and safety publications.

may be directed to ;

Workplace Contact Unit  
Health and Safety Authority  
Metropolitan Building  
James Joyce Street  
Dublin 1  
Ireland

Lo call: 1890 289 389 (between 9:30am and 4:30pm, Monday to Friday)

Overseas callers should call +353 1 614 7000

Fax: 01 614 7125 or +353 1 6147000

Email (mailto: [wcu@hsa.ie](mailto:wcu@hsa.ie))

Website [www.hsa.ie](http://www.hsa.ie)

An emergency service outside of standard office hours is operated. In case of a serious injury/fatality outside of our opening hours (9:30am to 4:30pm), please phone 1890 289 389 where you will be offered a transfer to the Gardai who will in turn notify a HSA senior inspector.