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Council of BC

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EMPLOYER
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SERIES

Stay Compliant and Communicate Clearly

TIP SHEET #4

FROM THE IEC-BC EMPLOYER WEBINAR | 2026

IECBC **LEARNING**

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About Immigration Employment Council of BC

The Immigrant Employment Council of BC (IEC-BC) is a not-for-profit organization dedicated to empowering BC employers with the solutions, tools, and resources needed to effectively attract, hire, and retain skilled immigrant talent. We understand that the successful integration of skilled newcomers into BC's labor force is essential to both their success and the province's long-term economic performance. By collaborating with employers, government, and other partner stakeholders, we ensure that BC employers can effectively integrate global talent.

About the Resource:

Hiring international talent comes with responsibilities. Compliance failures can lead to penalties, restrictions, or worse. Communication failures can lead to lost trust, lost candidates, and lost time. This tipsheet walks BC employers through what to communicate, what their obligations are, and what to avoid.

“Compliance and communication go together. Employers who set clear expectations early protect both their business and their candidates from misunderstandings, missed deadlines, and avoidable risk.”

1. Set expectations early, in writing.

- Tell candidates upfront whether the role requires existing work authorization or whether you support applications.
- If you support immigration, be specific about what kind of support and under what conditions.
- Put it in the offer letter. A conversation can be remembered very differently by both sides.

2. Be transparent about timelines and responsibilities.

- Spell out who is responsible for what: the employer, the candidate, or an outside advisor.
- Be honest about how long things might take and what could delay them.
- Tell candidates what could go wrong and how you would handle it together.

3. Meet your compliance obligations.

- Provide accurate job details and documentation for every application you support.
- Honour the wage, job conditions, and record-keeping requirements tied to the work permit.
- Keep complete records. If your practices are audited, you will need to show them.

4. Avoid the practices that put you at risk.

- Don't change job conditions just to fit immigration criteria.
- Don't give candidates inconsistent information across different conversations.
- If a situation feels questionable, get advice before you act, not after.

“Strong compliance practices are essential, as non-compliance can result in penalties or restrictions.

- From the [IEC-BC Employer Webinar 2026](#)”

IEC-BC provides an extensive online library of employer tools and resources.

The IEC-BC Employer Tools and Resources Library is a collection of materials developed in part or entirely by partners or key organizations throughout Canada.

Click the button below to dig deeper in attracting immigrant talent!

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