

System Overview

Understanding Engagement Packages
and the WEQF method

Purpose, design, assessment and declaration

PACKAGE MODULE 1/3 | GREAT BRITAIN BETA

EDITION / REGULATORY REFERENCE BASIS

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This Overview explains the current Great Britain Package Module: what it describes, how its results work and how people can use a declared Package.

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Use the Profile as an entry point. Read its results with the stated Scope, period and selected answers.

What WEQF makes visible

An engagement is more than a rate of Pay and a job title. The surrounding terms determine what a person can rely on, the choices they can make and the support available when circumstances change.

The substance of the offer

The **Workforce Engagement Quality Framework (WEQF)** provides a common method for describing and assessing these arrangements. It calls the benefits, protections, choices, conditions, support and remedies accompanying work **Provisions**.

An **Engagement Package** brings the relevant Provisions and arrangements together within a stated Scope. Making them visible helps individuals understand an offer and helps the parties responsible for it consider what it should provide.

Quality includes the supporting record

A useful account also explains how information is prepared, linked to the right people and work, processed and retained. The separate **Evidence** measure describes these declared arrangements.

WEQF uses the same method across supported engagement routes and legal statuses. Those descriptions provide context; the factual arrangements determine the answers. A Package is not an unrestricted rating of an organisation.

Provisions

What the Package offers and the conditions attached to it.

Evidence

How the engagement information and records are organised.

Current scope. Package Module 1/3 supports design, assessment and declaration. Confirmation and Outcome are envisaged later modules concerned with contractual correspondence and delivery. They are outside this Beta. A declaration does not independently establish delivery, legal status or compliance.

Defining a Package

One assessment describes one engagement or a genuinely common Cohort, one materially common Package and a relevant period, within an applicable WEQF release.

Start with the actual arrangements

Define the work and the people covered, the parties responsible, the countries where the work takes place and the coverage period. State material exclusions and conditions clearly.

The Package can draw on contracts, policies, processes and other governing information. Its boundaries should make it possible to understand who can rely on each answer and when that answer applies.

Use a Cohort only where terms are common

A **Cohort** is a defined group covered by genuinely common arrangements. It may concern a role, team or project; it does not automatically mean an entire organisation.

A shared employer, age group or engagement label is insufficient on its own. Where material differences would change the answers, use separate Packages so that those differences remain visible.

Planned and Ongoing

Mode	What the declaration describes
Planned	Concrete arrangements committed to operate when required. An aspiration or an answer selected solely to reach a target score does not establish a planned Package.
Ongoing	The arrangements applying during the assessed period and their intended continuation. A future improvement does not erase an earlier material gap.

The responsible person identifies the Package and declares it in their stated capacity. A correspondent can be named for enquiries; contact details and responsibility for the declaration are distinct.

Work categories and coverage

WEQF's work categories guide interpretation. They do not determine employment or tax status, remove questions or change the scoring denominator.

Category	Definition for this Beta
Permanent	Engagements guarantee regular minimum working hours and associated Pay , with either no agreed end date or defined completion point, or an agreed total duration of more than twelve weeks.
Temporary	Engagements have an agreed end date or defined completion point and total duration of twelve weeks or less, or lack guaranteed regular minimum working hours and associated Pay, regardless of duration.

Use agreed total calendar weeks, not time served or remaining. **Exactly twelve weeks is Temporary.** Missing facts require clarification; an arrangement fitting neither definition is outside this Beta.

Great Britain work locations

The Beta covers England, Scotland and Wales. Record where the work takes place, rather than relying on an organisation's registered address.

One Package may cover more than one GB country or both work categories where the same answers fully describe the people covered. Different treatments cannot be averaged into a common response.

Consider Pay alongside the Profile

Numerical Pay is not required by the assessment and does not contribute to the Provision score. Pay-treatment protections are assessed.

Different Pay amounts may share a Profile where the assessed Package remains materially common. The rate, the surrounding support and the person's priorities need to be considered together when judging an opportunity.

Scope keeps the result interpretable: work, people, relevant parties, places, periods and exclusions belong with every declared account.

Designing with the relevant parties

WEQF can be used while a Package is being formed as well as to describe arrangements already in place. The questions make choices, conditions and responsibilities available for discussion.

Intentional Engagement Design

Intentional Engagement Design is the purposeful formation or review of a Package against identified needs and objectives. It asks what support is needed, who can use it, when it becomes available and what the parties can reliably commit to provide.

The cost and administration of a benefit belong in that consideration. Eligibility, certainty, access and responsibility can matter as much as the benefit's title.

The assessment gives a common structure for exploring these choices. Answers in a declared Planned Package must describe concrete commitments; an attractive result is not a substitute for arrangements capable of supporting it.

Collaborative Engagement Design

Collaborative Engagement Design is joint formation or review where knowledge, resources or responsibilities sit with several parties. Employers, agencies and other providers understand the arrangements they operate; buyers and project partners influence funding, schedules and wider objectives.

Buyers can work with local groups, colleges and support organisations to understand needs and develop meaningful tender briefs. Suppliers can explain and cost the Packages through which they propose to respond.

The parties responsible for the actual arrangements retain detailed Package design and declaration. A shared method supports that discussion without turning a buyer's objectives into prescribed questionnaire answers.

Collaboration here describes how parties work together on an engagement. It does not imply simultaneous editing in the application, automatic contractual agreement or independent confirmation of delivery.

An example of collaborative design

A project wants to widen participation among people facing barriers to work. The following illustration shows how a broad objective can lead to a defined, costed Package.

1

Understand the need

The buyer speaks with relevant local groups and colleges about practical barriers, such as travel, predictable working times or access to learning. The project brief identifies the outcomes it wants suppliers to address.

2

Develop a workable response

A supplier considers its roles, existing terms and operating constraints. It proposes support it can administer, explains eligibility and conditions, and sets out the associated cost and dependencies.

3

Agree the conditions for delivery

The relevant parties discuss funding, scheduling, information flows and who will provide each part of the support. Commitments are developed by the parties able to fulfil them.

4

Declare and examine the Package

The responsible party records the concrete Planned Package and its Scope. The buyer reviews the declared answers and Profile alongside the price, terms and project objectives, and follows up on the matters that need clarification.

The Profile makes the supplier's response more visible. Evidence of actual delivery and outcomes is needed to establish whether the project objective has been achieved.

Assessing the Package

The Package questionnaire contains 87 substantive decisions. Scope, attribution, dates and relationships to earlier declarations are recorded separately.

Question group	Contribution to the assessment
16 Prerequisites Q01-Q16	Individual Yes/No confirmations concerning applicable prerequisite matters. All must be Yes for formal completion. They add no points and are not an exhaustive compliance checklist or independent certification.
62 Provisions Q17-Q78	Questions about independently existing features of the Package. Each belongs to one primary Area of Concern, has three, four or five factual answer positions and carries a maximum of 120 points.
9 Evidence questions Q79-Q87	Questions about the Engagement Record and its supporting arrangements. Each has three factual answer positions. The results determine the separate Evidence grade without adding Provision points.

Select the highest fully supported answer

For each question, select the highest published position whose complete conditions describe the assessed arrangements. Partial satisfaction of a higher position does not establish that position.

The same questions apply across supported routes and statuses. Do not omit a question, substitute a preferred condition or reduce the denominator because a fact is unknown.

Use the detailed interpretation help

Essential conditions appear with the questions and answers. Immediate help and the Question Companion explain terms, examples and selection difficulties without introducing a different rule.

Draft Area scores may appear while answers are incomplete. A complete formal result requires all sixteen Yes confirmations, all answers resolved, complete Scope and attribution, correct calculations and an applicable release.

In Planned mode, prerequisite confirmations concern arrangements committed to be in place when required. A supported low answer is valid; missing or unsupported facts leave the assessment incomplete.

The eleven Areas of Concern

The 62 scored Provision questions are organised into eleven Areas of Concern (AOCs). Each Area has its own total, maximum and reporting band.

AOC	Area of Concern	Questions	Maximum
01	Engagement identity and clarity	2	240
02	Work and income security	5	600
03	Pay treatment and financial exposure	7	840
04	Time, rest and time away	14	1,680
05	Choice, autonomy and flexibility	7	840
06	Benefits and longer-term protection	6	720
07	Safety, dignity, equality and accessibility	5	600
08	Development and progression	5	600
09	Voice, representation and participation	3	360
10	Information and comprehensibility	3	360
11	Challenge, correction and remedy	5	600
Total		62	7,440

Area maxima reflect the number of independent Provisions in each Area. All eleven results remain visible, including low results. The overall total does not replace this account of the Package's composition.

The Technical and Release Reference traces the method through a documented universe of 143 sources. This includes law, official material and context; it is not a list of 143 operative laws or a claim of exhaustive legal coverage. The controlled method determines the questions and scoring.

The nine Evidence dimensions

The Evidence questions examine declared arrangements for the information and records supporting the engagement. They concern how a usable account is prepared, connected, processed and preserved.

Question	Evidence dimension
Q79	Completeness and availability of the Engagement Record
Q80	Linking the Engagement Record to the correct people and work
Q81	Linking the Engagement Record to the project or business requirement
Q82	Sources and responsibility for the Engagement Record
Q83	Preparation of the Engagement Record before work
Q84	Control of Engagement Record processing
Q85	When engagement events are recorded
Q86	Keeping earlier information and explaining changes
Q87	Keeping records and protecting against loss

A record across the engagement

The Engagement Record is the organised body of information about governing terms, applicable Provisions, relevant events, changes and outcomes. Its components may be held across connected documents and systems.

The arrangement is what is assessed

Paper and digital records are considered under the same criteria. Technology alone does not establish a higher grade. The declared grade does not mean records have been independently inspected or that the Package has been delivered.

Evidence uses the lowest of the nine resolved grades. See the example on page 12.

Reading the Provision results

Each Provision question has a maximum of 120 points. Its factual answer positions use one of three released spectra; the colour belongs to that question's selected position.

QUESTION ANSWER SPECTRA

POSITIONS	POINTS AND QUESTION COLOURS				
Three	0	60	120		
	Red	Yellow	Green		
Four	0	40	80	120	
	Red	Orange	Yellow	Green	
Five	0	30	60	90	120
	Red	Orange	Yellow	Green	Blue

Zero means the lowest retained position for that question; it need not mean complete absence of a benefit. A maximum of 120 is Green in the three- and four-position spectra, and Blue in the five-position spectrum.

Area bands and the overall total

Red	Orange	Yellow	Green	Blue
0% to <20%	20% to <40%	40% to <60%	60% to <80%	80% to 100%

An Area result is the sum of its question points. The Scoring Sheet prints the exact raw-point ranges for its five bands, so manual users need no division or rounding. Percentage bands use the unrounded proportion of that Area's maximum.

62 questions at 120 points = 7,440 maximum points. Add the eleven raw Area totals directly. There is no additional Area weighting, averaging of Area percentages, status adjustment or native quality pass threshold. The overall Provision total is numerical and uncoloured.

The Evidence grade and combined result

Each Evidence question has three positions: C / Red, B / Yellow and A / Blue. The lowest grade across all nine resolved dimensions determines the overall result.

C / Red At least one of the nine resolved results is C.	B / Yellow All nine are A or B, with at least one B.	A / Blue All nine dimensions have an A result.
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ILLUSTRATIVE RESULT

PROVISIONS 5,040 of 7,440 available points	EVIDENCE B 8 A / 1 B / 0 C
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Eight A results and one B produce an overall B. The Provision number remains uncoloured; B / Yellow supplies the headline Evidence colour. The illustration is hypothetical, not a result from a completed assessment. The letter adds no points, and the number cannot compensate for it.

A low result is different from an incomplete account

A supported low answer can form part of a complete assessment. Unknown facts, an unconfirmed prerequisite or arrangements matching no permitted answer leave it incomplete. They cannot be converted into zero points, Evidence C or a reduced denominator. Labels, values and grade letters keep the results understandable without colour.

From draft to declaration

The Beta application supports an editable Package draft before the responsible party makes a dated, attributable declaration. Reviewing the result is part of that process.

1

Create and define Scope

Identify the Package, its mode, the people and work covered, countries, period and exclusions. Use separate Packages where answers materially differ.

2

Design and answer

Work through the prerequisites, Provisions and Evidence. Describe actual arrangements or concrete Planned commitments and save the draft as it develops.

3

Review the complete account

Check saved answers, Scope, attribution and calculations. Provisional draft Area results are not a completed formal Profile. Resolve missing or unsupported answers.

4

Declare the Package

Confirm the complete account in the stated declaring capacity. The declared record is fixed; it is not edited as though the original declaration had always said something different.

5

Download and share the Profile

Use the declared Profile to explain the Package, support a response or discuss the relevant arrangements with other parties.

Later changes create a new record. Start a new draft and declare again, retaining the appropriate relationship to earlier declarations. Material changes and administrative corrections are treated under the applicable release controls.

The Profile and its supporting records

A Package Profile is the reader-facing report of the declared Package. Its results remain connected to the Scope, attribution and answers needed to understand them.

Scope and identity

Package name and context; people, work and exclusions; coverage; responsible parties and declaration references.

Results at a glance

The Provision total; all eleven Area totals and bands; all nine Evidence results, their counts and the overall grade.

The declared detail

Prerequisite confirmations, selected-answer detail and the calculation information supporting the reported results.

Record	Role
Package Declaration	The dated, attributable statement of the Package, its Scope and the associated assessment answers.
Package Profile	The report through which readers examine that declared account and its separate Provision and Evidence results.
Engagement Record	The wider organised information about terms, events, application, changes and outcomes across the engagement's lifecycle.

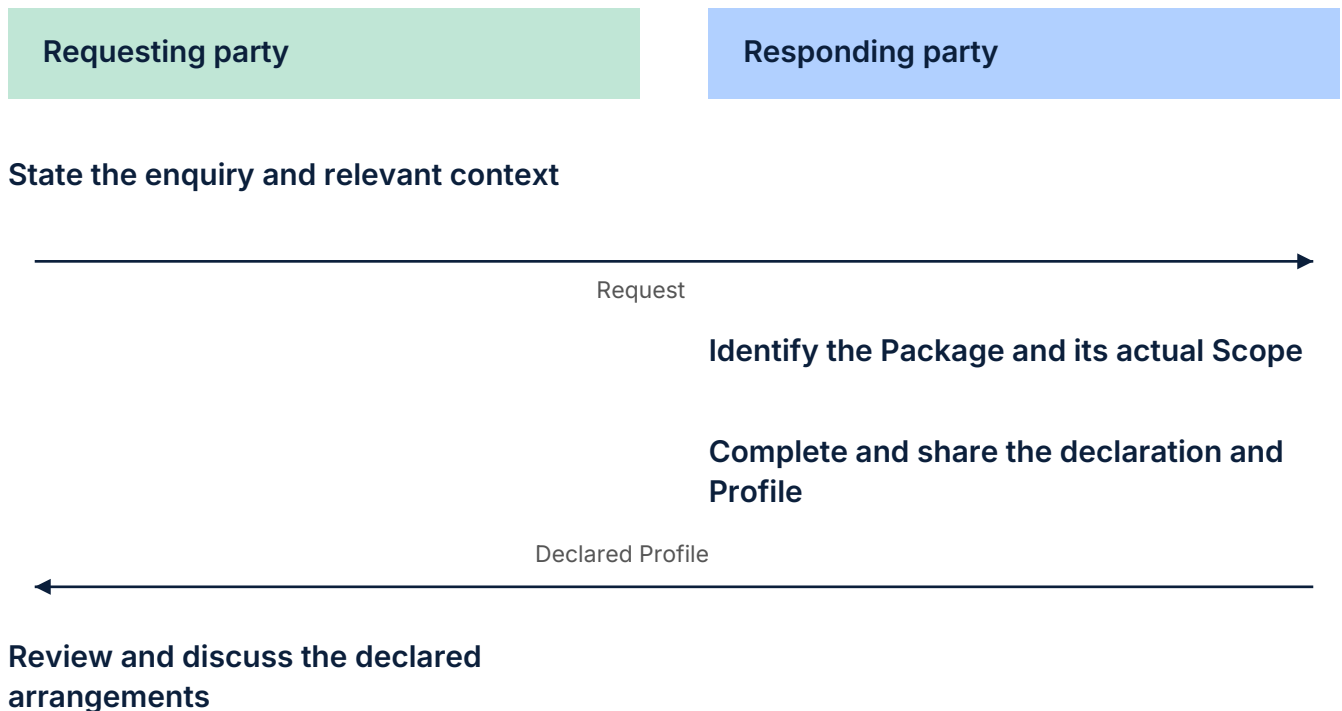
Keep dates and references distinct

Coverage dates describe when the Package applies. The last-saved reference date concerns the saved draft; it is distinct from the declaration timestamp and any document generation or publication date. The method Edition and document Version identify the assessment basis, not the work period.

The Beta Profile consolidates assessment information. For a manual assessment, retain the complete attributable questionnaire, calculations and supporting references with the Profile. A detached total or summary is insufficient to reconstruct the declared account.

Sharing and Declaration Requests

A Declaration Request invites another organisation to describe relevant arrangements. It seeks an attributable account of a Package, rather than requiring particular questionnaire answers.



A request does not transfer responsibility

The respondent describes the arrangements for which it can give an attributable account. A request-linked draft may have Planned or Ongoing fixed by the request; its coverage still needs to describe the actual Package.

Supply-chain partners can obtain relevant declarations from their own providers. This is an exchange through known relationships, not automatic discovery of every organisation in a chain.

The Beta does not generate contracts, collect delivery KPIs or independently verify outcomes.

Share the context with the result

A Profile can support questions about eligibility, delivery responsibilities, price and dependencies. Read its Scope, period, release and limitations together with its results.

Sharing a Profile does not make all underlying Engagement Records public or grant unrestricted access to them. A correspondent's details do not themselves confer application access. Any independent review states its own scope separately from the Evidence grade.

Comparing and reviewing

Comparison starts with the selected answers and their conditions. Two Packages can share a total and Evidence grade while offering different combinations of support.

Compare the relevant substance

Establish that the people, periods, modes and assessment bases are suitable for the comparison. Examine exact terms, eligibility, limitations and responsibilities alongside numerical Pay and the purpose of the review.

A higher total does not establish that a particular requirement has been met, assign a monetary value to benefits or determine personal suitability. Declared alignment with a procurement objective is distinct from evidence of achievement.

Review when arrangements change

Material changes to the Package, population, effective period or responsible parties require review. Earlier declarations retain their original accounts; a later record must not be presented as having existed earlier.

Relationships distinguish a first or standalone declaration, one replacing an earlier declaration, and one including earlier arrangements. Related references preserve that history; replacements also identify the reason and effective date.

Comparison across method releases

Published basis	Meaning
Direct	No result-affecting change to the relevant method. Scope, period and mode must still be suitable for comparison.
Qualified	Results are broadly comparable, subject to identified differences that must accompany the comparison.
Not direct	Method or regulatory-basis changes materially alter the results' meaning. Bare totals must not be presented as equivalent measures.

Use the published comparison basis with the Profiles and supporting records. Distinguish improvement in the declared arrangements from a change in measurement. Claims about realised outcomes require evidence of delivery and experience.

Access and release control

WEQF is a free, publicly documented standard available for use in its published, unmodified form at zero cost. Its current digital implementation is the Beta application.

Use the controlled method

Augscape Research & Development Limited creates, owns and maintains WEQF. The documentation supports assessment independently of software under the published licence. Controlled questions, answer meanings, scoring and other method elements must be used unchanged.

Free use of the published method does not create an open-source software licence or permission to alter it. Authorised third-party implementations require Augscape's prior approval and licensing for development and publication.

Equivalent permitted inputs under the same release must produce equivalent substantive results. Free documentation use makes no separate pricing commitment for software or services.

Check the applicable release

Edition 1.0 identifies the method basis. Each component's **Version** identifies that document's revision; component versions may differ within the same Edition. Declaration references identify the user's own account.

The Great Britain regulatory reference basis is **01 October 2026**. This is distinct from the coverage period, declaration date, document date and source-check dates.

Augscape's maintenance programme provides for quarterly review and versioned updates, with earlier changes where required. Published notices identify affected scope, dates, permitted use and required action. If scheduled review becomes overdue, new formal Profiles are paused until review confirms permitted use.

The Beta application

app.weqf.co.uk supports Package design, guided completion, calculation, declaration, Profile sharing and Declaration Requests.

Check that the release remains suitable for the jurisdiction and work period. A later release does not silently recalculate earlier Profiles. Attributable corrections and any replacement, expiry or withdrawal remain governed by the release notices and Technical and Release Reference.

The documentation pack

Use the public explanation alongside the controlled assessment documents. Exact answer conditions and applicable release controls govern individual selections and calculations.

Document	Use it to
Package Questionnaire Declaration Edition 1.0 / Version 0.1.d4	Record the Package, Scope, answers, attribution and formal declaration for Planned or Ongoing arrangements.
Question Companion Edition 1.0 / Version 0.1.d5	Resolve wording, examples and selection difficulties by public question number, Q01-Q87.
Package Scoring Sheet Edition 1.0 / Version 0.3.d4	Calculate Area totals and bands, retain all nine Evidence results and derive the separate overall measures.
Technical and Release Reference Edition 1.0 / Version 0.3.d5	Examine scope, sources, assessment rules, calculation, permitted use, maintenance and comparison.
Intentional and Collaborative Engagement Design Version 0.27 / Public	Read the broader rationale for visibility, purposeful Package formation and collaboration between the relevant parties.

The Beta application generates the Package Profile described in this Overview. A separate User Guide is intended to provide task-by-task instructions for using the method and application.

Source and interpretation notes

The current terminology and product scope follow **WEQF Naming and Terminology Decision v1.1** (1 October 2026). The engagement-design paper, especially pages 23-30 and explanatory notes on pages 35-36, supplies the positioning and current high-level Beta context.

The locked Edition 1.0 assessment pack supplies the method. The Technical and Release Reference, Sections 3-5 and its schedules, governs answer rules, calculation, source traceability and release interpretation. The worked 5,040 / 7,440 - B result in this Overview is illustrative.

WEQF provides assistive information. Its results do not constitute legal or tax advice, determine status, validate contractual effect, certify compliance or independently verify delivery. Relevant reviewers remain responsible for their own tests and conclusions.