

# Withdrawn

**This publication is withdrawn.**

This publication is no longer current.

## **Work Programme Live Running Memo**

To: Work Programme Providers

Cc: Senior Performance Managers  
Performance Managers

From: Change Policy and Planning Division

Memo Serial Number: 206

Date: 12/07/2016

Subject: Amendments to Work Programme Provider Guidance

Action: For Information

Timing: Immediate

### **Background**

The purpose of this memo is to inform you of amendments that have been made to Work Programme Provider Guidance chapters.

### **Summary and action**

Please ensure, with immediate effect, that the revised information in the following Work Programme Provider Guidance chapters is used by you and all of your subcontractors.

Chapter	Title	Date of change to guidance	Version number	Summary of change
5	Change of Circumstances and Notifications	29/06/2016	13	<p>General housekeeping/formatting.</p> <p>Paragraph 1 “Actions” bullet 2 and paragraph 16 have been amended to alert you to notify the participant to report all change of circumstances to Jobcentre Plus unless otherwise stated.</p> <p>The requirement for you to report changes to Jobcentre Plus remains unchanged.</p>
5	CPA18 Change of Circumstances and Notifications	29/06/2016	6	<p>General housekeeping/formatting.</p> <p>Paragraph 1 “Actions” bullet 2 and paragraph 16 have been amended to alert you to notify the participant to report all change of circumstances to Jobcentre Plus unless otherwise advised.</p> <p>The requirement for you to report changes to Jobcentre Plus remains unchanged.</p>

**Further Information**

All enquires on the subject of the memo should be raised with your Performance Manager in the first instance. They will endeavour to provide you with an answer as soon as possible.

Regards

Work Programme Provision Enquiries Team