

# Withdrawn

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# **Department for Work and Pensions**

## **Work Programme Live Running Memo**

**To:** Work Programme Providers

**From:** Work Programmes Division

**Memo Serial Number:** 148

**Date:** 11 February 2014

**Subject:** Work Programme provider - participant identity checks and the impact of Compliance Monitoring Officer checks from March 2014

**Action:** For Information and Action

**Timing:** Immediate

### **Background**

The following message informs all Work Programme providers of clarification regarding the generic guidance for participant identity checks and the resulting impact on this specific Compliance Monitoring check question.

### **Summary and action**

We have received a request for clarification regarding participant identity checks for Work Programme providers.

Generic WP provider guidance states that each provider must verify that, in all communications with participants or their advocates, they are satisfied they are engaging with the correct person.

As WP contracts are 'match funded' with ESF we have taken advice from both WP and ESF policy teams.

It has been decided that as all referrals are made through Jobcentre Plus who have undertaken relevant participant ID checks, Work Programme providers are not required to do a full ID check with their participants. This question will therefore be removed from the CMO monthly check from March 2014.

However, WP providers still need to verify that they have the correct participant on provision as referenced in DWP Provider Guidance, Chapter 2 Para 143 and Work Programme Provider Guidance, Chapter 4, paras 68 & 69.

## **Further Information Contact Details**

All enquiries on the subject of this 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**