

DWP Central Freedom of Information Team

e-mail: freedom-of-information-request@dwpgsi.gov.uk

Our Ref: 5052

DATE: 13 November 2013

Dear Paul Creasy,

Thank you for your Freedom of Information request received 24 October 2013. You asked;

'On ref VTR IR708 please provide the latest Jobseekers Allowance Claimant Commitment and the work search and preparation plan if it is separate from the Claimant Commitment.'

Please also provide any guidelines/training used by Jobcentre staff in relation to preparing a Claimant Commitment with a new Jobseekers Allowance.'

In response to your request I enclose the following

- JSA Claimant Commitment as Annex 1
- Work search and preparation plan as Annex 2
- Guidance relating to the Claimant Commitment as Annex 3
- Training material relating to the Claimant Commitment with a new Job seekers allowance as Annex 4

If you have any queries about this letter please contact me quoting the reference number above.

Yours sincerely,

DWP Central Fol Team

Your right to complain under the Freedom of Information Act

If you are not happy with this response you may request an internal review by e-mailing freedom-of-information-request@dwpgsi.gov.uk or by writing to DWP, Central FoI Team, Caxton House, Tothill Street, SW1H 9NA. Any review request should be submitted within two months of the date of this letter.

If you are not content with the outcome of the internal review you may apply directly to the Information Commissioner's Office for a decision. Generally the Commissioner cannot make a decision unless you have exhausted our own complaints procedure. The Information Commissioner can be contacted at: The Information Commissioner's Office, Wycliffe House, Water Lane, Wilmslow Cheshire SK9 5AF www.ico.gov.uk