

DWP Central Freedom of Information Team

e-mail: freedom-of-information-rexxxxx@xxx.xxx.xxx.xx

Our Ref: VTF 2899

2 August 2012

Dear Mr Zola,

Thank you for your Freedom of Information request dated 26 July 2012. In that request, you asked:

Please email a separate copy of each individual Chapter from your Labour market conditions guide.

Chapter guide

- > Absence from home*
- > Availability and Actively Seeking Employment*
- > Backdated claims*
- > Clerical ES85/ES85W/ES85AS*
- > DMA Referral Stencils*
- > DMA Referrals Guide*
- > End of Employment Action*
- > Engaged in other activities*
- > Explanations, reconsiderations and disputes*
- > Failure to Attend Interviews and Jobsearch Reviews*
- > Failure to provide a signed declaration*

- > *Full-time and part-time study*
- > *Jobseeker's Agreement*
- > *Neglect to Avail employment*
- > *Redundancy situations*
- > *Refusal and failure to apply for or accept employment*
- > *Refusal or failure to carry out a Jobseeker's Direction*
- > *Supplementary Guidance*
- > *Trade Disputes*
- > *Training schemes and employment programmes*
- > *Treated as Available/Actively Seeking Employment*

<http://www.dwp.gov.uk/docs/lmc-guide-chapter-guide.pdf>

With the exception of 'DMA Referral Stencils', the information you requested is attached. The reason for the exception is given below.

Due to an oversight on our part, the list of Labour Market Decision Makers Guide chapters published on the DWP website is out of date. 'DMA Referrals Guide' and 'Clerical ES85/ES85W/ES85AS', whilst still current, no longer form part of the Labour Market Decision Makers Guide, and 'DMA Referral Stencils' is now obsolete.

We are sorry for any confusion this oversight has caused and will amend the DWP website as quickly as possible; thank you for bringing this matter to our attention.

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@dwp.gsi.gov.uk or by writing to DWP, Central Fol 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