

DWP Central Freedom of Information Team

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

Our Ref: Fol 3954

DATE: 18th October 2017

Dear J Labas,

Thank you for your Freedom of Information request of 24th September 2017. You asked:

I am writing to request information under the Freedom of Information Act 2000.

I would be interested in any information held by the DWP regarding the current guidance given to the job centre work coaches regarding applying the minimum income floor (MIF) when dealing with the self employed UC claimants. This includes any 'tool kits' or official guides that are issued for job coaches to follow.

I understand that I do not have to specify particular files or documents and it is the departments responsibility to provide the information I require. If for any reason you feel this request is unclear, please let me know.

If you are not the appropriate authority for this request, or for part of it, please let me know as soon as possible

If the information requested contains sections of confidential information, please blank out or remove these sections, and mark clearly that they have been removed.

If my request is denied in whole or in part, I ask the you justify all decisions with an explanation.

I look forward to your response within 20 working days as outlined by the statute.

Thank you for your help

DWP Response

Please see attached the guidance provided to work coaches regarding applying the minimum income floor when interacting with self employed UC claimants.

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

Yours sincerely,

DWP Strategy 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 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