

Change Implementation

IMPLEMENTATION UPDATE

Project Name:		Universal Jobmatch							
Go-Live Date:		19 November 2012				Project Number:		J2414	
Update Number:		IU 040	Issue Date:		9.01.13		Version Number:		V1 WSD
Senior Responsible Owner (SRO):			Myrtle Lloyd						
Business:									
Pensions	Benefits	Work Services Directorate	Contact Centre Services	FIS	OED	NINO	Contracted Customer Services Directorate		
		√							
Audience:									
<ul style="list-style-type: none">All Jobcentre staff who use the Universal Jobmatch serviceNEST									

Subject: Details of an online Universal Jobmatch staff survey available on the intranet

Action: All users of the Universal Jobmatch service to be encouraged to complete survey

Timing: Survey will be available from 14.1.13 to 1.2.13

Update:

1. An online survey will be available on the intranet from **14.1.13 to 1.2.13** in order to capture staff feedback on Universal Jobmatch implementation and the products that have been produced to support pre and post go-live running i.e. L&D, guidance etc.
2. Staff will be able to access the survey by clicking on the following link [Survey Maker](#) or by taking the following steps on the intranet:

Step 1 – From DWP homepage select 'S' from A-Z index

Step 2 – Select 'Survey Maker (Business Support Tools Portal)'

Step 3 – Click on 'Business Support Tools Portal'

Step 4 – Click on Survey Maker

3. Staff will be required to input a survey ID number and password, which for WSD is:

ID number – 38428

Password – UJ03

4. It is important that as many staff as possible are encouraged to complete this survey as their feedback is greatly valued and will feed into a report that is being produced nationally and lessons learned for this project.

If you have any queries about this communication, please contact your Local Change Team as follows:

Contact Us	OPD Change Team		
	Team Project Lead		
	Telephone		