

DWP Central Freedom of Information Team

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

Our Ref: Fol 4528

Date: 17th November 2017

Dear Theodore Allan

Thank you for your Freedom of Information request of 22 October 2017. You asked:

‘ In replies to Freedom of Information requests made by myself and others about whether or not it is a legal or mandatory requirement of Universal Credit that claimants use the Universal Credit journal to provide evidence of work search or evidence of an up to date CV, the DWP has never given a definitive answer but has instead quoted sections of The Welfare Reform Act 2012 and The Universal Credit Regulations 2013.

However, I have noticed in a recent response to a Freedom of Information request on this subject that the DWP is now stating it is not a mandatory requirement for claimants to provide the required work search evidence via their journal. The claimant must be able to provide written evidence of their work search. And it is not mandatory for the claimant to upload their CV onto the journal, but the claimant must however be able to show a completed and up to date CV.

Can you clarify whether work search evidence can be provided via a claimants own Netbook or other digital device screen or as a printed copy – or is it a mandatory/legal requirement that they use the Universal Credit journal to provide this evidence?

Can you clarify whether evidence of an up to date CV can be provided via a claimants own Netbook or other digital device screen or as a printed paper copy – or is it a mandatory/legal requirement that they use the Universal Credit journal to provide this evidence.’

DWP Response

DWP has been clear that there is no specific information or legal requirements that compels all Universal Credit claimants, in every case, to use the journal. However some claimants can have a requirement set, to provide information and evidence as part of their work-related requirement for claiming Universal Credit. This requirement can be set by a Work coach under Section 23 of the Welfare Reforms Act 2012, Chapter 2 but it does not compel this evidence to be supplied in a particular way, only that it must be supplied if and when requested.

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@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