

# Withdrawn

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# Department for Work and Pensions

## Work Programme Live Running Memo

**To:** Work Programme Providers

**From:** Work Programmes Division

**Memo Serial Number:** 100

**Date:** 21 February 2013

**Subject:** Changes to Work Programme Provider Guidance  
Chapter 20 – Youth Contract – Wage Incentive Scheme (WIS)

**Action:** For Information and Action

**Timing:** Immediate

### Background

The purpose of this memo is to inform you that amendments have been made to Chapter 20 – Youth Contract – Wage Incentive Scheme.

### Summary and action

Please ensure, with immediate effect, that the revised information in Chapter 20 of the Work Programme Provider Guidance is used by you and all of your subcontractors:

Chapter	Title	Summary of Changes
20	Youth Contract – Wage Incentive Scheme (WIS)	Introduction of a new document - How to claim: Youth Contract wage incentives – to assist employers in making their claim.
20	Youth Contract – Wage Incentive Scheme (WIS)	The bulk claim process is available to any employer (irrespective of size and number of employees).
20	Youth Contract – Wage Incentive Scheme (WIS)	Removal of the 6 week deadline for employers' to submit claim forms for a Wage Incentive Payment.

Further information about the Wage Incentive Scheme can be found at:

<http://www.dwp.gov.uk/youth-contract/key-initiatives/wage-incentives/>

<http://www.dwp.gov.uk/docs/how-to-claim-wage-incentives.pdf>

## **Further Information Contact Details**

All enquiries on the subject of this memo should be raised with your Performance Manager in the first instance; they will endeavour to provide you with an answer as soon as possible.

Regards

**Work Programmes Division Enquiries Team**