

About your claim

About trade disputes

We use *trade dispute* to mean things like

- a strike
- a walkout
- a lockout
- another dispute about work.

The notes that came with your Income Support claim pack give you general information on Income Support. However, there are different rules for working out how much Income Support you can get while you or your partner are involved in a trade dispute. These notes explain some of the differences.

Who can you claim for?

If you are not working because of a trade dispute you can only claim Income Support for yourself **if**

- you are nearing the end of a pregnancy, or
- you have just had a baby.

If you have a partner

If you have a partner you may be entitled to Income Support for them.

You may get

- an allowance for your partner at half the normal rate for a couple
- any premiums your partner may be able to get
- money for certain housing costs that are not covered by Housing Benefit.

If both you and your partner are involved in a trade dispute

If both you and your partner are involved in a trade dispute you will not be able to get Income Support for yourselves.

The amount of Income Support you could get

We have to reduce the amount of Income Support you get by taking away a fixed amount. This fixed amount changes every year.

If the amount of Income Support you could get is less than this amount you will not be able to get any Income Support.

You can find out how much this fixed amount is in leaflet **BRA5NI** *Social security benefit rates under Income Support - reduction in benefit for strikers*.

Money coming in

There are some differences that affect the way we take money coming in and savings into account.

- We only take strike pay into account if it is more than the amount of the *reduction in benefit for strikers*.
- We take into account any other money you or your family get because you or your partner are involved in a trade dispute.
- We take into account any tax refunds.
- We take payments in kind into account by placing a monetary value on them. Payments in kind include things like gifts of food or clothing.

form B71D

INCOME
SUPPORT

for
trade disputes

If you have difficulty filling in the form or documents

If you find it difficult to fill in the form or to provide any of the documents we ask for, please tell us what you can do and provide all the documents you have.

See **Part 3** about any information you cannot provide and what we may be able to help with.

- you do not have the information to fill in the claim form because the information does not exist
- you cannot get the information you need to fill in the claim form without putting yourself at serious risk of physical or mental harm and there is no other way of getting the information
- you need information from someone else to fill in the form but they are unable or unwilling to provide the information in a reasonable manner.

Get information from the Department for Social Security.

- you cannot fill in the claim form because of a physical, learning, mental or communication difficulty **and**
- there is no one who can fill in the claim form for you.

How we collect and use information

We, the Department for Social Development (DSD), collect information to deal with Social Security, Child Support, employment and training, housing and community development and urban regeneration (redeveloping towns, cities and villages). The information we collect about you depends on the type of your business with us, but we may use the information for any of these purposes.

We may check information about you with other information we may have.

We may get information about you from other people and certain organisations.

We may give information to certain other organisations, as allowed by the law, to:

- check that the information is accurate
- prevent or detect crime
- protect public funds in other ways, and
- use in research statistics

These other organisations include other government departments, authorities who deal with Housing Benefit and private-sector organisations (such as banks) that may lend you money. We will not give information about you to anyone outside our department unless the law allows us to.

The Department for Social Development is the data controller for the Data Protection Act.

If you want to know more about what information we have about you, or the way we use your information, please contact us. You can contact any of our offices and ask for the leaflet Data Protection Act 1998 - It affects you. Or you can find a copy of the leaflet on our website at www.dsdni.gov.uk

Going back to work

You may be able to get Income Support for the first 15 days when you or your partner go back to work. You can claim Income Support for yourself and your partner for these days. We cannot pay if the amount you would get is less than £5.00.

If your employer pays you an advance on your wages or a loan, we take this fully into account when we work out how much you could get. We ignore the first £5.00 of any tax refund you get in this period but take the rest into account.

Any money you get for these days usually has to be paid back to us. Your employer pays the money back direct to us by taking money from your earnings for 6 months.

To claim for the first 15 days back at work you have to make a new claim for Income Support. Ask us for claim form **A1**. You should claim as soon as you know when you are going back to work. If you claim after you have returned to work you could lose money.

Our service standards

At Social Security Agency we aim to provide a high standard of customer service at all times. Details of the standard of service you can expect from us can be found on our website at www.dsdni.gov.uk

You can access our website from many libraries.

For more information please contact your local Social Security or Jobs & Benefits office.

Do you have a partner?

We use *partner* to mean

- a person you are married to, or a person you live with as if you are married to them, or
- a civil partner or a person you live with as if you are civil partners

You

Your partner

No You must answer all the questions that apply to you.

Yes You must answer all the questions that apply to you and your partner.

National Insurance (NI) number

Letters Numbers Letter

Letters Numbers Letter

Get this from your NI number card, payslips, tax papers or letters from social security.

If you do not know your NI Number, have you ever had or used one?

No

Yes

No

Yes

Surname or family name

Mr/Mrs/Miss/Ms

Mr/Mrs/Miss/Ms

All other names in full

Date of birth

/ /

/ /

Address

Please tell us your address. And tell us your partner's address, if different.

Postcode

Postcode

Daytime phone number if you have one

Code Number

Code Number

Textphone number if you have one

Code Number

Code Number

Are you or your partner involved in a trade dispute?

We use trade dispute to mean a strike, a walkout, a lockout or another dispute about work.

Date you or your partner last worked

YouNo Yes

/ /

Your partnerNo Yes

/ /

Are you or your partner owed any money?

Do not include money owed for overtime.

How much is owed?

What is it owed for?

No Yes Please tell us about this below.

£

No Yes Please tell us about this below.

£

Have you or your partner had any holiday pay or any other pay since you stopped working because of a trade dispute?

What was the total amount?

What date was it paid?

What date was it due to be paid?

How long was it for?

No Yes Please tell us about this below.

£

/ /

/ /

months weeks days

You must send us proof of the holiday pay or pay instead of notice. For example, a payslip or letter from the employer.

No Yes Please tell us about this below.

£

/ /

/ /

months weeks days

You must send us proof of the holiday pay or pay instead of notice. For example, a payslip or letter from the employer.

You

Your partner

Name of employer

Address of employer

Employer's phone number

Code	Number
------	--------

Code	Number
------	--------

Clock or payroll number.

If you do not know it, tell us what the job or department was.

May we get in touch with your employer or your partner's employer? We will not usually need to if you give us all the information we ask for and send in payslips or a letter.

No
 Yes

No
 Yes

Have you or your partner had any Trade Union strike pay?

No
 Yes Please tell us about this below.

No
 Yes Please tell us about this below.

How much have you had?

£

£

Name of Trade Union and Branch address

You must send us proof of the strike pay. For example, a letter or statement from the Trade Union.

You must send us proof of the strike pay. For example, a letter or statement from the Trade Union.

Did you borrow money because of the trade?

How much?

How long?

How often?

How long is this money for?

Is this money going to be used for?

Is this regular?

You

No

Yes Please tell us about this below.

£

/ /

months

weeks

days

No

Yes

If you have any proof of this money, please send us

Your Partner

No

Yes Please tell us about this below.

£

/ /

months

weeks

days

No

Yes

If you have any proof of this money, please send us

Did you buy things like food and clothes because of the trade?

How much?

No

Yes Please tell us about this below.

No

Yes Please tell us about this below.

is from a P60 or a letter from HM Revenue & Customs.

Did you get a refund because of the trade income tax input?

No

Yes

You must send us the payslip or a letter from HM Revenue & Customs showing how much the refund was.

No

Yes

You must send us the payslip or a letter from HM Revenue & Customs showing how much the refund was.

Please use this space to tell us anything else you think we might need to know.

Continue on a separate sheet of paper, if necessary. But make sure you sign and date it and write your full name and address and National Insurance (NI) number on it.

A large, empty rectangular box with a teal border, intended for the user to provide additional information as requested in the text above.

Now read the declaration

I understand that if I knowingly give information that is incorrect or incomplete, I may be liable to prosecution or other action.

I understand that I may lose benefits if I have

- not answered all the questions on this form fully to me and my partner, if I have

- not provided all the documents asked for.

I understand that the information I have provided may be checked with other sources. This information may be used for other purposes relating to the work of the

Department for International Development and may be given to other bodies as permitted by law.

I declare that the information I have given on this form is correct and complete, as far as I know and believe.

Please

signature

Date

Part 5 What to do now

Please send us everything we have asked for with this form. If you cannot send something we have asked for, tell us what in **Part 4**.

Delay in sending us this form.

- Send this form back to us as soon as you can.
- Sign and date this form for us.

If we need any more information we will get in touch with you.



An agency within

the Department for International Development
www.dfid.gov.uk