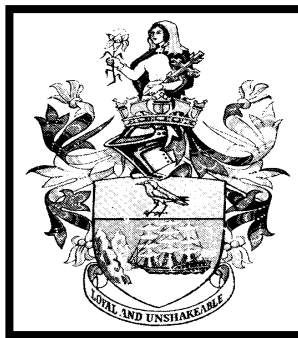


## Your Obligations

- ⇒ *Be proactive by seeking employment*
- ⇒ *Produce documents as evidence of seeking employment*
- ⇒ *Attend promptly all meetings*
- ⇒ *Give correct information about your personal and financial situation*
- ⇒ *Report all changes of circumstances immediately.*
- ⇒ *Provide a medical certificate if you are not able to actively seek employment.*

*It is your job to find a job*



All information contained in this pamphlet is in accordance with the Health & Social Welfare Directorate Unemployment Policy.

**DO YOU WANT TO KNOW MORE  
PLEASE CONTACT**

**Mr. Anthony Hopkins– Fraud Manager/  
Claims Officer  
Or  
Miss Roxanne Coleman– Claims Officer**

**Social Welfare  
Brick House  
Jamestown  
St. Helena Island  
Telephone Number: 00290 2713  
Or  
E-mail-  
Anthony on [fraud.manager@cwiamil.sh](mailto:fraud.manager@cwiamil.sh)  
Roxanne on [claims.officer@cwimail.sh](mailto:claims.officer@cwimail.sh)**



**Health &  
Social  
Welfare  
Directorate**



**KNOW YOUR RIGHTS  
AND OBLIGATIONS**

### Training and Re-assessment

All persons receiving Unemployment Allowance must attend all relevant training programs offered by the Work Development Co-Ordinator at Avec.

You will be re-assessment on a six weekly basis with the Claims Officer during which time you will need to produce evidence of actively seeking employment supported by documentation.

### Withdrawal of Unemployment Allowance.

Benefits will be withdrawn as follows:

- ⇒ On entering Prison
- ⇒ On entering Hospital
- ⇒ Failing to attend the relevant training without a valid reason
- ⇒ Failing to attend your interview as requested by the Claims Officer on a six weekly basis.
- ⇒ If you secure full– time employment you will continue to receive your unemployment allowance up until first week / months pay.

### Exclusions

Unemployment Benefits will not be payable where there is a husband, wife or cohabite in full time employment, or working part-time and earning more than £27.50 per week.

Claimants returning from offshore are treated as follows:

- ⇒ From holiday– re-register the week after return
- ⇒ From employment or residence abroad
  - 3-9 months- No exclusion
  - 9-12 months- 4 weeks exclusion
  - 1 year onwards 1 month for each year abroad.

The exclusion periods for RMS Crew , whose contract is not renewed, will be 4 weeks.

If a claimant is dismissed from work for mis-conduct or resigns from a job that person will be disqualified for a period of 4 weeks after the week of dismissal or resignation or a period of 8 weeks if in monthly paid employment.

### Rates of Benefits

The current rates of Unemployment Allowance are:

- ⇒ Single Person £15.08
- ⇒ Couple £30.16  
(Equivalent of two single persons)

### Entitlement Rights

- ⇒ Resident on St. Helena
- ⇒ Aged 16- 64 and unemployed
- ⇒ Must be actively seeking employment for which documents of evidence must be produced.
- ⇒ Or if in part –time employment and earning less than £27.50 per week
- ⇒ Partner is either not working or working but earning less than £27.50 per week.
- ⇒ Fishermen who have earned less than £27.50 per week on averaged over a period of 6 months may apply.
- ⇒ Unemployment is paid a week after a claim is made, unless the case needs to be investigated, it will then be as soon as possible, but shall not be for a longer period of two weeks. Should the investigation exceed the two week period, and the case is proved to be genuine, payment will then be made with effect from the week of application.

If you are between the ages of 16-18 years and have completed full time education you can gain work experiences and training through an agreed placement with an employer from the private or public sector.

- ⇒ The placement will normally last until you reached the age of 18 .
- ⇒ The training can be provided by AVES.
- ⇒ You will be paid during the placement.
- ⇒ For further information you can contact Ms Cynthia Bennett– Work Development Co-coordinator on telephone number 2613.