

From: [REDACTED]
To: [REDACTED]
Subject: [REDACTED] Task: Evidence - Address, Target: 28-Oct-2021, Completed: 28-Oct-2021
Date: 02 November 2021 15:45:33
[REDACTED]

Hi [REDACTED]

I understood that it was however, if [REDACTED] has accepted this evidence previously I am happy to leave it.

Thank you for coming back to me so quickly.

[REDACTED]

[REDACTED]

Newcastle City Council



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City Council

From: [REDACTED]@therecruitmentjunction.com>

Sent: 02 November 2021 15:32

To: [REDACTED]@newcastle.gov.uk>

Subject: RE: [REDACTED]), Task: Evidence - Address, Target: 28-Oct-2021, Completed: 28-Oct-2021

Hi [REDACTED]

I've not had to do one of these before for this [REDACTED] has always accepted DWP confirmation as proof of address previously. We do have the forms, we have had to do it for one candidate where they couldn't provide any of the evidence. Can I check if this is actually necessary?

Thanks

[REDACTED]



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From: [REDACTED]@newcastle.gov.uk>
Sent: 02 November 2021 14:49
To: [REDACTED]@therecruitmentjunction.com>
Subject: Re: [REDACTED]), Task: Evidence - Address, Target: 28-Oct-2021, Completed: 28-Oct-2021

Hi [REDACTED]

We have a justification form for this purpose. In fact, we have two justification forms - one to justify missing or part evidence and one designed when virtual registrations became necessary as you justify not being able to certify the documents. Both are filled in by project staff as and when needed.

I don't think [REDACTED] had included these templates so I have popped them in Teams for you
https://teams.microsoft.com/_#/files/General?threadId=19%3A63ba06d04d4e4c5db6a1a81402ab3b1d%40thread.tacv2&ctx=channel&context=ESF%2520Registration%2520Forms%2520Templates&rootfolder=%252Fsites%252FExtPrjTheRecruitmentJunction%252FShared%2520Documents%252FGeneral%252FTemplates%252FESF%2520Registration%2520Forms%2520Templates

There is also a self-declaration form which participants can use to self declare their circumstances - this is a 'last resort' and needs to be supported by a justification, but it does mean that if you have a signed form you can self cert and justify everything else!

Hope that makes sense and as always - any questions please let me know

[REDACTED]
Communities Officer

Newcastle City Council



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From: [REDACTED]@therecruitmentjunction.com>

Sent: 01 November 2021 11:26

To: [REDACTED] newcastle.gov.uk>

Subject: RE: [REDACTED]), Task: Evidence - Address, Target: 28-Oct-2021, Completed: 28-Oct-2021

Hi [REDACTED]

I've added a justification – let me know if I've done this in the wrong place!

[REDACTED]



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From: [REDACTED]@newcastle.gov.uk>

Sent: 01 November 2021 10:13

To: [REDACTED]@therecruitmentjunction.com>

Subject: [REDACTED], Task: Evidence - Address, Target: 28-Oct-2021, Completed: 28-Oct-2021

Hi [REDACTED] Can you please upload a justification form to explain why you have not been able to provide preferred evidence for Proof of Address eg a letter addressed to participant - the evidence provided is 3rd party confirmation, which is fine, but it needs to be supported by a justification, ideally the justification could also include reference to 3rd party confirmation of economic status as well. Any questions please let me know thank you

Type	Name	Complete	Type	Target	Completed	Start/Finish	Time	Notes	Contact	Edit
<input type="checkbox"/>	[REDACTED]	<input type="checkbox"/>	Evidence	-	28-Oct-2021	28-Oct-2021	Start: , Finish: 0	JCP confirmation address asked for justification 01/11/2021	[REDACTED]	<input type="checkbox"/>
	[REDACTED]		Address							

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