

The background of the slide is a photograph of a car's front wheel and lower body panel. The car is silver or light grey. The wheel is black with a multi-spoke design. The car is parked on a light-colored, textured surface, possibly a concrete floor in a garage or showroom. The background is slightly blurred, showing what appears to be a metal structure or railing.

# ASE Automotive Solutions

## Coronavirus Job Retention Scheme Update

April 8<sup>th</sup> 2020

ASE Automotive Solutions- Driving profitability and mitigating risk for retail automotive brands in a changing global market.

## Coronavirus Job Retention Scheme Update

HMRC have just published the letter below setting out further details about the furlough payment system. The letter has been sent to agents who operate payrolls on behalf of organisations.

The key details are very scarce but what is new is as follows:

1. If you use a payroll bureau on a file only basis and not a PAYE agent, they will not be able access the service portal.

Please check with your payroll bureau to find to ensure that they can operate the service.

If they cannot, they will be required to assist you in providing the necessary data that you will need in order to enable the business to calculate the salary, NIC and pension amounts in order to submit a claim.

2. The scheme will launch on 20th April. HMRC will contact businesses advising them what they need to do.
3. The service is self-service on line; they will be no telephone support

*Dear colleague,*

*HMRC have been called on by the Chancellor to urgently direct financial support to where our citizens and businesses need it most. The first wave of this is the launch of the Coronavirus Job Retention Scheme.*

*We need your help in this important work. Your influence and your reach across the business sector are instrumental in helping us ensure employers know what they can do to get ready to make their claim. Claims should not be made by phone; it will be an online service.*

### *The Coronavirus Job Retention Scheme (CJRS)*

*In response to the coronavirus pandemic, the Chancellor announced a series of measures to support businesses and their employees. One of those measures is the CJRS, that allows employers to claim 80% of the wages of staff (up to a maximum of £2,500 per employee) that they have furloughed (been put on temporary leave).*

*HMRC is working at pace to deliver the service that will allow businesses to make a claim. Businesses, and agents that are authorised to act on behalf of clients for PAYE matters, will be able to claim. However, file only agents, including Payroll Bureaus, will not be able access the service due to data protection reasons.*

## *File only agents*

*If you are a file only agent, we still need your support. You will need to help your clients, as you might hold information that they need to make their claim. Businesses will need the following information on each of their furloughed employees:*

- *National Insurance number*
- *Salary, National Insurance and pension contribution information that allows business to calculate the claim amount.*

## *Service Launch*

*We are ready to launch on 20 April. This will be made public shortly, at which point we will be contacting businesses to advise them what they need to do. At this point we would welcome you also contacting your clients and offering yourselves as vital support during this process, either directly, if authorised, or indirectly if you are a file only agent.*

*We are expecting phone demand to be beyond our capacity to offer a normal service. Therefore, the service is designed to be self-serve with guidance in place. Again, your support in helping us achieve this is called on.*

## *Find out more*

*The latest guidance on CJRS can be found on GOV.UK by searching for 'Coronavirus Job Retention Scheme'.*

*HMRC will also be providing you with further information on our support for businesses and workers over the coming weeks, including more detail on the Coronavirus Self Employment Income Support Scheme.*

*We would like to thank you for your help to businesses at this time of national need. HMRC is working day and night, prioritising the need to get the financial support out to those who need it.*

Yours sincerely

A handwritten signature in black ink, appearing to read 'J Harra', written in a cursive style.

Jim Harra  
First Permanent Secretary and Chief Executive – HMRC