

Self-reported earnings

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Self-reported earnings

Self-reported earnings are earnings reported by a claimant with no available Real Time Information (RTI) feed. This includes claimants whose employer does not report through RTI or in cases where the employer does not pay earnings into a bank or Post Office account. In these cases, we would expect the claimant to self-report. They could be employed or self-employed for Universal Credit purposes.

The same information is requested as that provided by the RTI system: employer name, gross taxable earnings, tax and National Insurance and pension contributions.

The claimant is advised to report all earnings during the assessment period in which they are received.

Earnings reported late or not received

If earnings information is not received or reported late and the claimant has informed DWP with a good reason, an estimated amount of earnings can be used to make a payment.

For further information, see ADM H3 Earned income employed earnings

Earnings from a suspended award

A claimant's Universal Credit is suspended when RTI is not received for two consecutive assessment periods (double zero). They will be asked to self-report their earnings so that the suspension can be lifted and a payment calculated.

If the claimant only provides information for a subsequent period, their Universal Credit award is calculated on the subsequent period. No payment is made for the previous assessment period until the information is provided.