mjj Accounting
and Business Solutions

JobKeeper – Steps to Action

Important changes to the JobKeeper program as of 14th August 2020

Week of 17th August:

- ☐ Assess if there are any new eligible employees to be included in the JobKeeper scheme. These include:
  - Full and part timers who started between 2 March 2020 and 1 July 2020
  - Casuals who started between 2 March 2019 and 1 July 2019
- ☐ Review previously ineligible casuals
- ☐ Get those employees to sign the employee eligibility declaration (available on the ATO website).
- ☐ Ensure pays are topped up for fortnights commencing on 3rd and 17th August 2020 - by 31 August 2020.
- ☐ Ensure new employees are added to JobKeeper in STP from Fortnight 10.

From 1st – 14th September:

- ☐ Lodge August monthly JobKeeper Declaration (including newly added employees - for two (2) out of the three (3) fortnights).

From 1-14th October:

- ☐ Lodge September monthly JobKeeper Declaration
- ☐ Determine eligibility for JobKeeper extension (and presumably re-apply)
- ☐ Review employee eligibility for the extended scheme
- ☐ Ensure pays are topped up for the fortnights commencing on the 28th September under extended JobKeeper.

From 1st-14th November:

- ☐ Lodge October monthly JobKeeper Extension Declaration

www.mjjaccountants.com.au
PO Box 5687, Maroochydore Qld 4558
Unit 1, 8 Denna Street, Maroochydore Qld 4558
(07) 5451 1118 | reception@mjjaccountants.com.au
Limited liability by a scheme approved under Professional Standards Legislation
Melanie Jacobson CA
Renee Spears CPA