



22 November 2017

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Annual Survey

Since 2012, IPSA has carried out an Annual User Survey of MPs, which is intended to capture a range of opinions and feedback, allowing IPSA to have a better understanding of the needs of our users. MPs' staff, who are also regular users of our systems, are also invited to take part. The feedback is used to help improve our services. The 2017 survey is now live and [can be completed here](#).

Expenses@Work and Time@Work Downtime this Friday

The Expenses@Work and Time@Work systems will be offline for two hours between 12.00 and 14.00 hours this Friday, 24th November, as we carry out testing as part of work to build the new IPSA Online Homepage. You can read more about the IPSA Online Homepage [by clicking here](#). We have scheduled the test at this time to keep disruption to MPs and staff to a minimum as we know from our analysis of usage that it is one of the quietest periods for claims. The testing will allow us to test our plans for simplifying sign-on arrangements by linking the IPSA systems with your Parliamentary log-in.

Information required from flexible workers

If you work for a Member of Parliament part-time, we will be contacting you in the next few weeks to find out more about your working schedule. We are collecting this information to help us develop part of IPSA Online, our new integrated system that will allow MPs and their offices to more effectively manage expenses, budgets and staff. We will populate the new system with staff work schedules and when it is live next year, this will provide staff, their managers and their MP with an automatic calculation of things like holiday entitlements, which currently have to be done manually. For new starters, or those who leave part way through a month, the system will also be able to calculate pay owing, based on an accurate working pattern, reducing the likelihood of incorrect payments.

Anyone who works full-time, but has a non-standard working schedule might also like to provide us with their updated daily hours so they can benefit from the automatic calculations when the system goes live. Anyone who has joined an MP's office recently or changed their working hours since the General Election will have already provided this updated information, so will not be contacted again.

[Click here to read](#) more about what is happening and what information we need from you. If you work part-time, our MPs' support team will contact you to gather the information needed for the new system. If you have any queries, please call 020 7811 6400 and select option 2 for payroll.

MP Commentaries

For those MPs that provided them, we published commentaries for the business costs and expenses they incurred in 2016-17. If any MP would still like to submit a commentary about their business costs and expenses for 2016-17, please send it to info@theipsa.org.uk, marked for the attention of the Policy Team. Any questions about the commentaries should also be made to this address.

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