

# CORONAVIRUS JOB RETENTION SCHEME VERSION 1



**The first incarnation of the CJRS covered the period 1 March 2020 to 30 June 2020.**

## **Basic employee eligibility rules for version 1**

Any individual employed at 19 March 2020 (on a full time, fixed period or variable contract) who had their earnings notified to HMRC via an RTI submission on or before 19 March 2020 could be furloughed during this period.

Employees that were on statutory notice of redundancy at 19 March 2020 could be furloughed. In addition, employees who had been made redundant after 28 February 2020 could be reemployed after 19 March and put on furlough instead. This applies as long as the employee was on your payroll by 28 February 2020 and included in an RTI submission made on or before that date.

An employee on unpaid leave could also be furloughed if that leave started after 28 February 2020. If the unpaid leave started earlier, the individual cannot be furloughed until the agreed period of unpaid leave was due to end (or actually ends if no fixed date).

Employees must not carry out any duties whilst on furlough; however, they could undertake training provided this did not make money or services available to the employee (or any associated employer).

For version 1, employees must have been furloughed before 10 June 2020 to qualify.

## **Claim dates and deadlines**

For version 1, claims could be for any period of days or weeks (including in different months) with no minimum period of days. The claim must have been made by 31 July 2020.

## **Did you make a mistake?**

If you are not certain that your claims were 100% correct it is vital to get them reviewed by experts so that any errors do not come back to haunt your business. See [BDO's CJRS Claims review service](#)

## **Correcting errors under version 1**

Where an employer had missed an employee off their claim for any period a corrected claim could be made by 31 July 2020.

**Underclaims** - underclaims could be corrected up to 30 November 2020.

**Overclaims** - must be notified to HMRC directly and either deducted from the next claim being made or arrangements made to make direct repayment to HMRC.

There is a requirement to notify HMRC by 20 October 2020, failure to notify within this timeframe could lead to significant penalties. With effect from April 2021 HMRC also provided the opportunity to make an overclaim disclosure via corporation tax and self assessment tax returns.

## **CJRS grant available**

The grant was 80% of each eligible employee's reference pay (subject to a cap of £2,500 per month) and also included the ability to make a claim for associated employer national insurance and pension contributions.

## Calculation rules for reference pay

As in other versions, the reference pay rules for version 1 depend on whether an employee is engaged on a fixed salary or paid variably.

### For employees on a fixed salary

Last RTI submission for employee	Reference pay period	Usual hours
On or before 19 March 2020	Amount in last pay period ending on or before 19 March 2020	N/A for v1 claims

### For variably paid employees

Last RTI submission for employee	Reference pay period	Reference usual hours
On or before 19 March 2020	The higher of: 1. Average wages payable from later of date of employment started and 6 April 2019 and the day before being furloughed - or 2. Wages earned in corresponding calendar period in 2019/20	The higher of: 1. Average number of hours from later of date of employment started and 6 April 2019 and the day before being furloughed - or 2. Hours in corresponding calendar period in 2019/20

Read more on the core principles of all versions of the CJRS at our [CJRS hub](#)

Learn how BDO can help you check your CJRS claims at [CJRS Claims review service](#)

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