

## ***Are My Employees Eligible – JobKeeper***

### General Eligibility

Your employee is eligible for the JobKeeper Payment scheme if they:

- are employed by you (including those stood down or re-hired);
- were either a:
  - permanent full-time or part-time employee at 1 March 2020;
  - long-term casual employee (employed on a regular and systematic basis for at least 12 months) as at 1 March 2020 and not a permanent employee of any other employer ;
- were at least 16 years of age on 1 March 2020;
- were an Australian resident as at 1 March 2020 within the meaning of the *Social Security Act 1991*, which requires that they reside in Australia, and are one of an Australian citizen, the holder of a permanent visa, or a Protected Special Category Visa Holder. Your employee can also be an Australian tax resident who is a Special Category (Subclass 444) Visa Holder. Employees who are not permanent residents of Australia must notify you of their visa status to allow you to determine if they are eligible;
- were not in receipt of any of these payments during the JobKeeper fortnight:
  - government parental leave or Dad and partner pay;
  - a payment in accordance with Australian worker compensation law for an individual's total incapacity for work;
- agree to be nominated by you

Where a long term casual employee is a permanent employee of another employer, that employee can only be nominated by the permanent employer. Employees with multiple permanent employers can only nominate to receive JobKeeper through one employer.

### Nominating an employee

Before you enrol to receive JobKeeper payments, you need to notify each eligible employee that you intend to nominate them as an eligible employee of your business under the JobKeeper scheme.

You must tell those employees that you have nominated them as an eligible employee to claim the JobKeeper payment. They must agree to be nominated by you by completing the [JobKeeper employee nomination notice](#) and returning it to you for your records.

The nomination form does not need to be provided to the ATO however employers are required to keep a copy of the completed form as part of their record keeping obligations under the law.