** **

Pepameka

**He Pūtea Tautoko Mahi**

**Whakangungu hoki.**

Mēnā rā he whaikahatanga, he āhuatanga hauora rānei tōu, e taea ai pea e Te Manatū Whakahiato Ora te whakarato Pūtea Tautoko Mahi, Whakangungu hoki rānei kia whiwhi mahi, kia pupuri rānei he tūranga mahi mā te tuku pūtea tautoko i tō mahi tāpiri, whakangungu rānei. Ko ngā utu nei mō te tangata kore whaikaha e mahi ana i te mahi ōrite, whangungu rānei kua kore i a ia.

Tirohia he taipitpito atu anō mō te hunga e taea ana te whakawhiwhi i ngā Pūtea Tautoko Mahi, Whakangungu hoki ki

*workandincome.govt.nz/supportfunds*

**Pūtea Tautoko mahi**

Ko te Pūtea Tautoko Mahi he tautoko kia whiwhi, kia noho tonu ai rānei ki te mahi. E taea ana anō hoki te whakawhiwhi Tautoko Mahi mēnā rā ko koe tō Rangatira ake.

Ko te Tautoko Mahi e taea ana ēnei:

* Taputapu – He taputapu tari Whaikaha motuhake, he pūmana rorohiko urutau rānei.
* Whakarerekē haeretanga o te wāhi mahi – He utu nama e tautoko ai i tō kaiwhakawhiwhi mahi kia mahi whakarerekētanga toitū ki te wāhi mahi e tomo pai ake ai māu.
* Ngā Kaiwhakamāori Reo Rotarota o Aotearoa – Ki te whakamāori i ngā kōrero o ngā hui mahi me ngā puka mō tō mahi (arā, tō kirimana) me te whakamāori hoki i ētahi whakangungu ngaio.
* Tangata Tautoko – He tangata e utua ai e koe mōu anō ki te tautoko i a koe nōu i te mahi, pēnei me he kaipānui/kaituhituhi, kaihautū rānei.
* Whakatū waka – Kia utu ai i ngā nama whakatū waka mō ngā hāora mahi.
* Ikiiki – Kia tae ai koe ki te mahi me te hoki ki te kore e taea e koe te tomo ki ngā ikiiki tūmatanui
* He pūtea pūkoro whakahua – He pūtea tautoko ka utua ki tō kaiwhakawhiwhi mahi nōu ka akoako pūkenga me te whakatūtū i ngā tautokona o te wāhi mahi.
* He Kaiako mahi – he Kaiako pae-tata ki te tautoko i a koe mēnā ka tīmata i a koe he mahi hōu, ngā panonitanga whakamāramatanga mahi,

he panonitanga rānei ki tō whaikahatanga e whai panga ai ki tō mahi.

**Ki te kore koe e mōhio ana he aha ngā tautoko e hiahiatia ana koe, te nui rānei o te tautoko, tēnā kōrero ki a mātou kia whai aromatawaitanga. E tautoko ai tēnei he aha rā e hiahiatia ana e koe mō tō mahi.**

**Pūtea Tautoko Whakangungu**

Ko te Pūtea Tautoko Whakangungu e tautoko ai i a koe mō ngā utu tāpiri e hāngai ana ki te whakangungu mēnā rā he whaikahatanga, he āhuatanga hauora rānei tōu. E tautoko ai tēnei kia noho tonu ai koe ki te mahi, ā, e whakaae ana hoki mō te tangata ko ia tōna anō rangatira

E taea ana te Pūtea Tautoko Whakangungu ēnei:

E taea ana te Pūtea Tautoko Whakangungu te tautoko mō ngā utu tāpiri ki te whakangungu mēnā rā he whaikahatanga, he āhuatanga hauora rānei tōu. He mea tautoko tēnei kia noho tonu koe ki tētahi tūranga mahi, tae atu anō ki te hunga ko rātou o rātou anō Rangatira.

Ko te Tautoko Whakangungu e taea ana ēnei:

* He taputapu tari Whaikaha motuhake, he pūmana rorohiko urutau rānei.
* Ngā Kaiwhakamāori Kōrero – he tautoko māu ki te utu i ngā kaiwhakamāori NZSL ki te whakamāori i ngā akoranga, ngā whakaaturanga me ngā puka wānanga.
* Tangata Tautoko – He tangata māu anō e utu ki te tautoko koe nōu i te mahi, pēnei me te kaipānui/kaituhituhi, kaihautū rānei.
* Ikiiki – Kia tae atu me te hoki anō i ngā akoranga wānanga ki te kore e taea ana e koe te tomo ki ngā ikiikitanga tūmatanui.
* **Ki te kore koe e mōhio ana he aha ngā tautoko e hiahiatia ana e koe, te nui rānei o te tautoko, tēnā kōrero ki a mātou ina mutu ana te aromatawaia ōu. E tautoko ai tēnei he aha rā e hiahiatia ana e koe mō tō whakangungu**

**Ngā mea kāore e utua ana**

Kāore te te pūtea Tautoko Mahi me te Whakangungu e taea ana te mahi hei whakautu i ēnei:

* Ngā utu nama kua utua kētia e koe
* Ngā mea me whakarato mai e tō kaiwhakawhiwhi mahi, te kaiwhakarato whakangungu rānei e āhei ai te tangata te mahi ai i te mahi, te whakangungutanga rānei, arā, he tēpu noa me te tūru.
* Ngā utu o te akoranga.

## E whakaae ana mā wai hei whakawhiwhi?

Ki te tono koe ki te Pūtea Tautoko Mahi, te Pūtea Tautoko Whakangungu rānei me:

* whai whaikahatanga, he āhuatanga hauora rānei tōu e nui atu ai pea i te 6 marama te roa.
* he utu mō ngā tautoko tāpiringa kia mahi ai koe i te mahi, te whakangungu rānei nā tō āhuatanga hauora, whaikahatanga rānei – kia kaua ēnei utu nama mō te tangata kua kore i whai whaikahatanga mēnā rā e mahi ana i te mahi me te whakangungu ōrite.
* Kia noho i waenga i te 16 – 64 ngā tau (e taea ana pea e mātou te utu tonu mēnā rā e mahi tonu ai koe i kō atu i te 65 te pakeketanga)
* Ka noho hei kainoho noa i Aotearoa ([kimihia mai te tikanga o te kainoho noa’](https://www.workandincome.govt.nz/about-this-site/words-we-use.html%22%20%5Cl%20%22O))
* Me whai tētahi o ēnei:
	+ He kirirarau o Aotearoa, tēnei rānei
	+ He kainoho mau kāri me te tika kia mahi mai i Aotearoa, tēnei rānei
	+ He rerenga, he tangata whakahaumaru, tēnei rānei
	+ E mau kāri taupua nei me te tika ki te mahi mai i Aotearoa, ā

E tatari rānei ana koe ki te whakatau o tō tono kia āhukahukangia koe hei rerenga, hei tangata whakahaumaru , e tono ana rānei hei kainoho mau kāri, ā, me noho koe ki Aotearoa nō ngā āhuatanga tē kitea.

Mēnā rā e tono ana koe ki te Pūtea Tautoko mahi, me pēnei kē te mahi:

* Utu i te utunga ā-ture iti kaunga, nui atu rānei – e hāngai atu anō tēnei mēnā rā e utua ana koe e te kōmihana
* Kia rite anō te utu ki tērā o te tangata kore whaikaha e mahi ana i te mahi ōrite
* Kaua e noho rāhui ana mā te hunga whaikaha anake.

Mēnā rā ko koe tō Rangatira ake – ma mahi koe kia 15 hāora te itinga iho i te wiki, ā, me whai hua ai tō pakihi.

Mānā rā e tono ana koe ki te Pūtea Tautoko Whakangungu, me hāngai ai te ngā whakangungu ki te mahi. He whakangungutanga tēnei e tautoko ai i tō whakawhiwhi mahi o te anamata, ko tētahi tūranga mahi kei a koe kē.

## E whakaae ana mā wai hei whakawhiwhi?

E taea ana e koe te whakawhiwhi i te Pūtea Tautoko Mahi, te Pūtea Tautoko Whakangungu rānei mēnā rā kei te utua tō mahi, tō whakangungu rānei e ACC, e Te Manatū Hauora rānei.

**Te ara tonu**

Māu anō e tono, [mā tētahi tangata kē koe e kōrero](https://www.workandincome.govt.nz/on-a-benefit/your-rights-and-responsibilities/having-someone-act-on-your-behalf.html)

### Mahi 1: Whakakī haere i te pepa tono

Tikiake ka whakakī ai i te pepa mō Tautoko Mahi, Tautoko Whakangungu rānei (e taea ana e koe te tono ki ngā mea e rua).

PDF Tono Tautoko Mahi

PDF Tono Tautoko Whakangungu

Mutu ana i a koe te tikiake i te pepa, e taea ana rānei e koe te whakaputa atu ka whakakī haere mā te pene ki runga pepa, ka whakakī haere rānei ki te ipurangi. Me whakaputa tonu e koe kia waitohu ai te pepa mā te pene hei te mutunga, inā hoki ka kore mātou e whakaae ki ngā waitohu mariko ki ngā tono.

Mēnā rā ka kore e taea te pepe tono te whakaputa, waea mai ki a mātou ki 0800 551 001, īmēra mai rānei ki Support\_Funds@msd.govt.nz, ka tuku he pepa ki a koe mā te poutāpeta. E taea ana hoki e koe te waea mai ki a mātou ka whakaoti haere tāua te pepa tono me koe i te waea.

### Mahi 2: He taunakitanga o tō āhuatanga hauora, whaikaha rānei

Me whakaatu mai e koe he taunakitanga o tō āhuatanga whaiora, hauora rānei. Ka taea tēnei hei

* Tiwhikete rata, he reta rānei i tō kaihauora (arā, he rata)
* He pūrongo i te kaituku haumanu
* He pūrongo i te kaimātai haura hinengaro
* He puka i ACC (arā, he reta)
* He taunakitanga i ngā whaikahatanga ā-tuhituhi/pānui, whaikahatanga ako rānei (arā, he aromatawai SPELD)

Ehara i te mea me mahi mai anō e koe i tēnei mahi, mēnā rā kua whakaatu kē mai koe he taunakitanga o tō āhuatanga hauora, whaikaha rānei.

### Mahi 3: Kohikohingia ngā puka

Ngā puka me whakaatu mai e koe:

* He aha te mea e tonoa ana e koe, ā, e hia nei te utu (arā, he whakapae utu, kirimana rānei)
* He taunakitanga mōu anō (kimihia mai ngā puka e hiahiatia e mātou mō tēnei) Mēnā rā he kiritaki kē koe nā mātou, tēnā pea ehara i te mea me mahi e koe tēnei mahi
* Ngā taipitopito kōrero o tō mahi, whakangungu rānei, arā tō kirimana mahi, he reta nā tō kaiwhakawhiwhi mahi, he rēhitatanga o tō whakangungu, wānanga rānei, he taunakitanga o tō mahi ake

### Mahi 4: Tukua mai tō pepa tono

Tukua mai ki a mātou tō pepa tono kua oti kē te whakakī me ngā puka tautoko. E taea ana koe tēnei mā tētahi o ēnei:

* te kape mai me te īmēra mai ki Support\_Funds@msd.govt.nz, tēnei rānei
* hoatu tō pepa ki tētahi o ngā tari, ā, ka kape mātou i ngā puka i a koe e tatari mai ana, tēnei rānei
* te tuku a poutāpeta mai ki Te Manatū Whakahiato Ora ki PO Box 1556, Wellington 6140, Attention: Ngā Tautoko Pūtea

Mēnā rā e tukua mai ana nga puka, me whai kape kua whakamanahia mā te pouaka poutāpeta. Tēna, kaua e tuku mai ngā kape puka taketake whai tautohu.

### Hei muri atu i tō tono mai

Ina tae mai tō tono ki a, ka whakahoki kōrero atu ki a koe i roto i te 5 rā mahi.

Ka whakahoki reta atu ki a koe kia whakamōhiotia ai mēnā rā kua whakaaetia tō tono. Mēnā kua whakaaetia ka whakahoki kōrero atu ai mātou mō ngā utu kei a koe, ka mutu, me pēhea ai mātou e tautoko i ēnei. Ka utua e mātou ngā nama tika tonu atu ki te pakihhi e whakarato ana i te ratonga, te mea rānei.

## I te wā e whakawhiwhi ana ki a koe ngā Pūtea Tautoko

Mēnā rā he panonitanga e whai panga ai i tō pūtea tautoko, tēnā kia kotahi te whakamārama mātou.

E whai nei ngā ara whakapā mai:

* mā te waea ki 0800 551 001
* īmēra mai ki Support\_Funds@msd.govt.nz
* tikiake ka whakaki ai i te pepa Panonitanga o ngā Āhuatanga *workandincome.govt.nz/supportfunds*