



Invitation to an information meeting

Dear Madam / Sir,

According to article 13 of the aforementioned law, you are exempt from the requirement to register as a jobseeker with the National Employment Agency (ADEM) and no longer need to present yourself there.

As part of your Social Inclusion Benefit (REVIS) application, you must agree to collaborate with the National Office for Social Inclusion (ONIS).

In accordance with article 5(2) of the grand-ducal regulation issued pursuant to the above-mentioned law, I hereby invite you to attend an information meeting, that will be held on

<DATE + TIME> at the ONIS.

At this meeting, you will be provided with information concerning the REVIS and your possible participation in activation measures.

The meeting will be held in French. If you do not understand the language sufficiently, you should come accompanied with someone who can assist you.

In order not to lose your right to REVIS, your presence at this information meeting is mandatory.

I kindly ask you to bring this letter along to your appointment.

Yours sincerely,

the Director of the National Office for Social inclusion

Address of the meeting :

Office national d'inclusion sociale

13C, rue de Bitbourg

L-2244 Luxembourg - Hamm

Summary of the information meeting on the social inclusion income (REVIS)

Your rights

As the National Office for Social Inclusion (ONIS) is in charge of your file, you benefit from the following provisions as defined by the REVIS law:

- a social follow-up by a Regional Social Inclusion Officer (ARIS) in a social office in your area
- an activation plan tailored to your social and professional project, established with the ARIS
- the participation in the following activation measures: stabilization and preparation measures (e.g. language courses, ...) and work of public utility (TUC)

Allowances

The National Solidarity Fund (FNS) pays the inclusion benefit you are currently receiving in advance, at the latest on the first day of the month.

By participating in a TUC, you are entitled to an activation benefit which is calculated by the ONIS based on the minimum social wage for unskilled workers. FNS pays this benefit at the end of the working month. In contrast to the inclusion benefit, the FNS will not ask you to reimburse the activation benefit.

Your obligations

As a REVIS beneficiary under the competence of the ONIS, you agree to:

- sign and comply with the commitments indicated on the declaration of collaboration with the ONIS, which are amongst others the following:
 - respect the first appointment with the ARIS
 - elaborate the activation plan with the ARIS and comply with its commitments
 - keep the appointments fixed by the ONIS or the ARIS
 - provide requested documents by the given deadline
 - collect any letters from ONIS or ARIS immediately / without delay from your local post office if you missed the delivery
- Communicate any information that could modify the amount or your right to REVIS immediately to the FNS (e.g. a change of address, a change of members in the household, a change of income/wealth)

Sanctions

If you do not attend your first ARIS appointment without justification, this will be considered as non-collaboration with the ONIS and result in the suspension of your REVIS file for a total period of 4 months (month of the incident + the 3 following months).

If you do not comply with the commitments fixed in your activation plan or if you are absent at fixed appointments, you will be sanctioned according to the following gradual system:

- 1st breach: ONIS will send you a written warning
- 2nd breach: FNS will apply a 20% reduction of your REVIS benefits for three months
- 3rd breach: FNS will suspend REVIS payments for three months

Serious misconduct will lead to an immediate suspension of your REVIS payments for three months.

Holidays and stays abroad

Obligations towards the FNS: You need to declare any night spent abroad to the FNS (maximum of 35 calendar days per year).

Obligations toward the ARIS: You need to request authorization for any absence exceeding 5 working days (even if you remain in Luxembourg) from your ARIS (at least 8 days before your planned departure). This request does not exempt you from the mandatory declaration toward the FNS.

The REVIS law is the ultimate source of information to which one is required to refer in all cases.