



JobKeeper

Step 1 | Enrol business for JobKeeper wage subsidies

Enrol an eligible business that has been significantly affected

Enrolled ✓

Step 2 | Identify and maintain employees eligible for JobKeeper wage subsidies

- Employers and eligible employees must complete a [JobKeeper employee nomination notice](#) 
- If adding a business participant, employers and eligible business participants must complete a [eligible business participant nomination notice](#) 

Identify

Required actions

- If you are a business using STP enabled payroll software with JobKeeper functionality:
Ensure eligible employees are identified and lodged via your software.
- If you are a business that doesn't have STP enabled payroll software with JobKeeper functionality, and has more than 40 employees:
Ensure eligible employees are identified and lodged via File transfer.
- All other businesses, visit Help.

Step 3 | Business monthly declaration for JobKeeper payment

Confirm eligible employees and turnover each month