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**Information Line closures**

Due to two training days for staff, the IPSA Information Line will be closed at the following times:

- Friday 1<sup>st</sup> August, from 10am – 1pm
- Thursday 21<sup>st</sup> August, from 1pm – 5pm

In line with the rest of the Civil Service, IPSA will also be closed for a Privilege Day on Friday 22<sup>nd</sup> August.

Otherwise, the Information Line remains open weekdays from 10am – 5pm.

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**Information Line options changes**

When you call IPSA's Information Line, the options have changed:

Option 1: For MPs and staff who require assistance with the Scheme of Business Costs and Expenses, help with claims, basic payroll queries or are experiencing technical difficulties.

Option 2: For members of the public.

Option 3: For the IPSA press office.

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**Phone:** IPSA Information Line: 020 7811 6400 (Open daily from 10am-5pm)

**Email:** [info@parliamentarystandards.org.uk](mailto:info@parliamentarystandards.org.uk)

**Post:** IPSA, 4<sup>th</sup> floor, 30 Millbank, London, SW1P 4DU

**Website:** [www.parliamentarystandards.org.uk](http://www.parliamentarystandards.org.uk)