

EMPLOYMENT AND TRAINING ADMINISTRATION ADVISORY SYSTEM U.S. DEPARTMENT OF LABOR Washington, D.C. 20210	CLASSIFICATION EUC08
	CORRESPONDENCE SYMBOL OUI/DUIO
	DATE October 29, 2010

ADVISORY: UNEMPLOYMENT INSURANCE PROGRAM LETTER NO. 04-10, Change 5

TO: STATE WORKFORCE AGENCIES

FROM: JANE OATES /s/
Assistant Secretary

SUBJECT: Emergency Unemployment Compensation—Web-Based Tool for State-to-State Communications

1. **Purpose.** To advise states of the availability of a new Web-based tool to assist states in administering the provisions of the Unemployment Compensation Extension Act of 2010 (Extension Act).
2. **References.** The Unemployment Compensation Extension Act of 2010, Public Law (P.L.) No. 111-205, enacted July 22, 2010; the Continuing Extension Act of 2010, P.L. No. 111-157; the Supplemental Appropriations Act of 2008, P.L. No. 110-252; Sections 2002 and 2005 of Division B, Title II, the Assistance for Unemployed Workers and Struggling Families Act, P.L. No. 111-5; and Unemployment Insurance Program Letter (UIPL) Nos. 23-08 and 23-08, Changes 1, 2, 3, 4, 5, and 6; and UIPL Nos. 04-10 and 04-10, Changes 1, 2, 3, and 4.
3. **Background.** The Extension Act modified the requirement that individuals must exhaust all regular compensation entitlement before receipt of Emergency Unemployment Compensation, 2008 (EUC08). It provides for the continued payment of EUC08 when an individual meets the criteria specified in UIPL 04-10, Change 3.

States have adopted one of three methods (State EUC08 Options) in administering this change made by the Extension Act. In administering the State EUC08 Options under the Extension Act for individuals who have potential entitlement to regular unemployment compensation (UC) in a state other than the EUC08 state, some new special procedures were required. UIPL 04-10, Change 4, provided guidance relating to how states should handle situations when an individual receiving EUC08 has potential entitlement to regular UC in a state other than the EUC08 state. State-to-state communications regarding the individual's EUC08 claim and his/her potential regular UC entitlement is necessary to ensure a correct assessment is made of whether or not the individual is an affected individual under the program modification.

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4. EUC08 Notification System. A Web-based tool named the *EUC08 Notification System* has been developed via the Interstate Connection (ICON) Website to allow for a systematic method of state-to-state communications in administering the State EUC08 Option when affected individuals have potential entitlement to regular UC in a state other than the EUC08 state. The *EUC08 Notification System* is a user-friendly Website developed to help states carry out the notification requirements covered in Attachment 2 of UIPL 04-10, Change 4. It uses the same encryption technology applied to other state data exchange applications and mechanisms. The *EUC08 Notification System* provides for the following:
 - 1) allows an EUC08 State to provide necessary information to the state(s) in which the individual has potential entitlement to Regular UC;
 - 2) automatically performs the calculations necessary for the state to determine whether the individual meets the threshold criteria of a weekly benefit amount that is at least either \$100 or 25 percent less than the EUC08 WBA; and,
 - 3) allows the state in which the potential UC entitlement exists to promptly notify an EUC08 State about the results of the Regular UC State's assessment or determination of the individual's UC entitlement.

Each state will be allowed to have multiple users, but each user must have his/her own password to access the Website at: (<https://www.ui-icon.org/euc08>). If the user already has an account on this Website, he or she will be allowed to "click" on an "Upgrade your account" button, otherwise a new user will "click" on "If you require an account, please click here" button. An *EUC08 Notification System User Guide* with instructions for accessing the Website, completing the input screen, and data transmittal will be provided to states. In addition, two webinars to provide training on the use of the Website have been scheduled. Under separate cover, all states were provided with the dates and the phone number to call to participate in the webinars.

5. Action Requested. State Administrators are requested to provide this guidance to appropriate staff.
6. Inquiries. Questions should be directed to the appropriate Regional Office.
7. Attachment. Instructions for using the *EUC08 Notification System*

Attachment A to UIPL 04-10, Change 5

Instructions for Using the EUC08 Notification System

The Website to access the EUC08 Notification System may be used by states in administering the EUC08 State Option. The states will input data to be transmitted to another appropriate state(s) for use in determining whether individuals are affected individuals who may continue to collect EUC08 instead of Regular UC.

- 1) The EUC08 State will provide certain personal identifying information about the individual and the EUC08 claim. The following is required information:
 - a) The EUC08 WBA;
 - b) Remaining balance on EUC08;
 - c) Benefit Year Ending date of the Regular UC claim (07/23/2010 or later);
 - d) Additional information, if necessary;
 - e) The Destination States where the EUC08 Notification is to be sent; and,
 - f) EUC08 State contact information, as necessary.
- 2) After the EUC08 State completes the information in the Website, the EUC08 State will click “Submit” to transmit the EUC08 Notification information to the state (Regular UC State) in which the individual has potential regular UC entitlement.
 - a) The system will then automatically generate an email message to the Regular UC State.
 - b) This email notification is sent to all EUC08 User IDs in the “Destination State.”
- 3) After receiving the EUC08 Notification information, the Regular UC State will complete the Regular UC State Information.
 - a) Required fields (marked with an asterisk) must be completed and the state may provide any optional information that is available.
 - b) If the individual has **not** contacted the Regular UC State, do not enter a value in the Regular UC WBA field. However, an estimated WBA may be entered in the Remarks field.
- 4) After the Regular UC State completes the information, the state will then click “Submit” to transmit the EUC08 Notification information back to the EUC08 State.
 - a) The system will then automatically generate an email message to the EUC08 state.
 - b) This email notification is sent to all EUC08 User IDs in the EUC08 State.
- 5) The EUC08 State will follow the EUC08 State instructions to either continue or stop paying EUC08 benefits.

EUC08 Notification System Reports will be prepared on this Website to allow states to track transmissions and responses and these can be run at the discretion of the state. It is recommended that these reports be run daily to ensure prompt responses to the EUC08 Notifications. Detailed information on these reports will be provided in the system user guide for this Website.