DIRECTIVE: UNEMPLOYMENT INSURANCE PROGRAM LETTER NO. 11-07

TO: STATE WORKFORCE AGENCIES

FROM: EMILY STOVER DeROCCO /s/
Assistant Secretary


1. **Purpose.** To inform states that OMB has approved the extension of data collection to support the BAM Program.

2. **Background.** By investigating small representative weekly samples of both paid and denied unemployment insurance (UI) claims, BAM enables each state to estimate reliably the number and dollar value of proper and improper payments of UI benefits; the rates of occurrence of these proper and improper payments and denials; and the error types, error causes, and the parties that are responsible for the errors.

3. **OMB Approval.** This collection has been approved under the Paperwork Reduction Act of 1980, under number 1205-0245 through August 31, 2009. Persons are not required to respond to this collection of information unless it displays a currently valid OMB number. Respondent’s obligation to reply is mandatory (SSA, Sec. 303 (a)(6)).

4. **Burden Disclosure.** Public reporting burden for this collection of information, which includes both paid and denied claims, is estimated to average 8,139 hours per state. For paid claims, investigators spend an average of 5.1 hours to complete a BAM paid claims investigation. The collection requires an additional 3.17 hours for coding and entering data into a computerized database, reviewing completed cases, and
transmitting the data to the Department, for a total of 8.27 hours per investigation. For
denied claims, the average time of completion and transmitting data by type of denial
are: monetary denials - 6.825 hours; separation denials - 6.525 hours; and
nonseparation denials - 6.625 hours. Claimant, employer, and third party responses are
approximately 0.5 hours per response per case.

Send comments regarding this burden estimate or any other aspect of this collection of
information, including suggestions for reducing this burden to the U.S. Department of
Labor, Office of Workforce Security, Room S-4231, Washington, D.C. 20210
(Paperwork Reduction Project 1205-0245).

5. **Inquires.** Inquiries should be directed to Andy Spisak at (202) 693-3196 or Delores
Mackall at (202) 693-3183.