

A Newsletter for Michigan Employers on Unemployment Insurance.

Your Participation is Critical

When a worker becomes unemployed and files a claim for benefits, TIA-UI sends Form UIA 1575E, Monetary Determination, to the unemployed worker's last employer and each of the employers in the base period of the claim, notifying them of potential charges to the employer's accounts. When there is a question of eligibility related to an unemployment claim, employers may be asked for information. Requests for information can be received via your MiWAM account if you've chosen to go green, or by mail on Form UIA 1713, Request for Information Relative to Possible Ineligibility.

Your participation in the eligibility process is critical for ensuring that unemployment benefits are paid appropriately. If you do not wish to contest a claim, you should still respond to a request for information from UI. A check box has been added to the form allowing you to indicate if you do not wish to provide additional information. When checked and returned on time, it will be considered an adequate response. You will have 10 calendar days from the mail date shown on the form to respond.

Why is this so important?

Responding on time to our request for information is important because if your failure to respond results in a pattern of non-responsiveness, you may be charged even if the claimant is ineligible for benefits.

Failing to respond to five or more information requests and two percent of your total requests during the prior calendar year constitutes a pattern of non-responsiveness.



As a result of recent legislation, every determination letter you receive will note whether or not you responded during the eligibility process. Providing notice on each determination letter will help employers avoid meeting a pattern of non-responsiveness.

How can you avoid being charged?

The best way to prevent being charged is by always responding to requests for information fully and on time and attach any supporting documentation you want us to consider.

Register Now for Annual Employer Seminars

If you haven't attended one of this year's UI Employer Seminars – there's still time. The free seminars, presented by TIA's unemployment insurance and workforce development experts, cover information including: how benefits are charged to employers, tax rates, acquisition of a business, the Michigan Web Account Manager (MiWAM), meeting labor force needs and more. The sessions, held in locations around the state will continue through October. More dates and locations will be added throughout the year. Visit the UI website at michigan.gov/uia for more information and a link to [online registration](#).

Remaining dates and locations are:

JUL 18 – Kalamazoo

JUL 25 – Lansing

AUG 1 – Saginaw

AUG 2 – Clinton Twp.

SEP 19 – Ann Arbor

OCT 11 – Traverse City

IN THIS ISSUE:

Holiday Pay Update
Did You Know?



Use MiWAM to Report Holiday Pay

If you're an employer who has short-term layoffs around certain holidays, you can make sure your employees receive their proper unemployment benefits and your tax account is charged appropriately by submitting information through the Michigan Web Account Manager (MiWAM).

Benefits of providing this information online:

- Provides for consistent answers for every employee without having to complete multiple fact finding questionnaires.
- Prevents you from receiving excessive correspondence in the mail or in your MiWAM account asking for the same information.
- Decreases the chance of a delay in benefit payments for your employees.

Keep in mind that cases cannot be closed until both employers and claimants have **10 days** to respond to fact finding questions. To prevent delays, encourage your employees to answer fact finding questions when certifying.

Make sure you report the gross amount of holiday pay and the period to which it is allocated.

If you have any questions about special payments, please contact the Office of Employer Ombudsman at **1-855-484-2636**. For technical issues with MiWAM, please contact **313-456-2188**.

To submit information about vacation pay, holiday pay or bonus pay through your MiWAM account, follow these simple steps:

- 1) Log into your MiWAM account;
- 2) From MiWAM home page, select your tax account;
- 3) Select the Account Services tab;
- 4) Under Benefit Services, select the Bulk Vacation, Holiday, Bonus link. From this screen, you can view the file format for three different bulk payment types;
- 5) Select the appropriate payment type;
- 6) Create the file using the specifications listed;
- 7) Click Import to upload the file.

Did You Know?

The average individual in Michigan qualifies for 20 weeks of unemployment benefits and stops filing after 12 weeks, often because they have returned to work.

Did You Know?

Second quarter 2018 Employer's Quarterly Wage/Tax reports are due by July 25, 2018.

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Lynda Robinson, Editor; TIA is an equal opportunity employer/program.

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