

<b>EMPLOYMENT AND TRAINING ADMINISTRATION          ADVISORY SYSTEM          U.S. DEPARTMENT OF LABOR          Washington, D.C. 20210</b>	<b>CLASSIFICATION</b> UI
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**ADVISORY:** ET HANDBOOK NO. 401, 3<sup>RD</sup> EDITION, CHANGE 14

**TO:** STATE WORKFORCE AGENCIES

**FROM:** CHERYL ATKINSON  
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 Office of Workforce Security

**SUBJECT:** Employment and Training Administration (ETA) 9047 Reemployment of Unemployment Insurance (UI) Benefit Recipients

1. Purpose. To provide definitions, data elements, and reporting instructions for form ETA 9047, contained in Section IV, Chapter 7 of ET Handbook No. 401.
2. References. Unemployment Insurance Program Letter (UIPL) No. 1-06.
3. Background. UIPL No. 1-06 announced the Office of Management and Budget's (OMB) approval of the U.S. Department of Labor's (DOL) request to collect data on facilitation of reemployment of UI beneficiaries and provided implementation instructions to the State Workforce Agencies. Form ETA 9047 contains quarterly information on the number of UI beneficiaries who receive a first payment during a calendar quarter and who also have earnings in the next calendar quarter.

This report supports the ETA UI program goal developed for the Government Performance and Results Act of 1993 of facilitating the reemployment of UI beneficiaries. ETA will also use the reemployment data to measure state performance for the reemployment Core Measure under UI Performs, DOL's performance management system for the UI program.

<b>RESCISSIONS</b> None	<b>EXPIRATION DATE</b> April 30, 2007
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4. OMB Approval. The reporting requirements for form ETA 9047 are approved by OMB according to the Paperwork Reduction Act of 1995 under OMB approval No. 1205-0452, which expires on July 31, 2008. The Secretary's authority to implement this reporting requirement is found in section 303(a)(6) of the Social Security Act (42 U.S.C. 505(a)(6)). Persons are not required to respond to this collection of information unless it displays a currently valid OMB control number.
5. Burden Disclosure. The estimated reporting burden for this collection of information is 10 hours per response (four responses per year), including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. 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, Employment and Training Administration, Office of Workforce Security (Attn: Andrew Spisak), 200 Constitution Avenue, NW, Room S-4522, Washington, D.C. 20210 (Paperwork Reduction Project 1205-0452).
6. Effective Date. These definitions, data elements, and reporting instructions are effective immediately upon issuance.
7. Instructions for Handbook Maintenance. Insert Chapter 7, ETA 9047 Reemployment of UI Benefit Recipients, pages II-7-1 through II-7-7 in ET Handbook No. 401, 3rd Edition, Section IV, Special Programs.
8. Inquiries. Questions should be directed to the appropriate Regional Office.
9. Attachment. Chapter 7, Section IV of ET Handbook No. 401, 3rd Edition.

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**A. Facsimile of Form**

**ETA 9047 Reemployment of UI Benefit Recipients**

State: <u>AA</u>		Quarter Ending Date: <u>MM/DD/YYYY</u>	
Exemption Code	Number of Claimants Receiving 1st Payments	Number of Intrastate Xmatch Hits: YYYY.Q+1	Number of Interstate Xmatch Hits: YYYY.Q+1
0 - Not Exempt	x,xxx,xxx	y,yyy,yyy	z,zzz,zzz
1 - Exempt	x,xxx,xxx	y,yyy,yyy	z,zzz,zzz

## B. Purpose

The ETA 9047 report contains quarterly information on the number of UI beneficiaries who receive a first payment during a calendar quarter and who also have earnings in the next calendar quarter. These data will be used to determine the rate at which UI beneficiaries return to work. Beneficiaries exempt from the state's work search requirements are reported separately from those who are required to search for work.

## C. Due Date and Transmittal

Reports will be transmitted to ETA electronically through the UI Required Reports Automatic Transmittal application according to the following schedule:

Quarter in which First Payment is issued:	Quarter Ending Date:	Wage Record File Crossmatched:	Report Due to ETA By:
1st quarter (January to March)	03/31/YYYY	04/01/YYYY - 06/30/YYYY	November 30
2nd quarter (April to June)	06/30/YYYY	07/01/YYYY - 09/30/YYYY	February 28
3rd quarter (July to September)	09/30/YYYY	10/01/YYYY - 12/31/YYYY	May 31
4th quarter (October to December)	12/31/YYYY	01/01/YYYY+1 - 03/31/YYYY+1	August 31

## D. General Reporting Instructions

1. Each State Workforce Agency (SWA) will identify all UI claimants who received a first payment for intrastate or interstate liable claims during each calendar year quarter. Unless otherwise stated, criteria for inclusion in the ETA 9047 report will follow the criteria for reporting first payments used for the ETA 5159 report (ET Handbook 401, 3<sup>rd</sup> edition, section I-2).

Include first payments made for State UI, Federal Unemployment Compensation for Federal Employees (UCFE), and Unemployment Compensation for Ex-Service Members (UCX) claims, including combined wage claims and joint claims involving these programs.

Exclude first payments made for claims filed for Extended Benefits, Disaster Unemployment Assistance, Trade Readjustment Allowances, Short Time Compensation (STC), also known as Workshare, and temporary extended

benefits programs.

2. First payments are counted as of the date the payment is mailed, electronically deposited, debited to the claimant, or made in-person. When part of the week's payments falls in one quarter and part in another, the payments must be reported for the appropriate quarter. When multiple weeks are paid at the same time, the compensated week with the earliest week ending date is reported as the first payment.

The payment date of the first compensated week for each record reported must fall within the ranges in the following table.

Date of First Payment in:	Date of First Payment is $\geq$ Quarter Beginning Date:	Date of First Payment is $\leq$ Quarter Ending Date:
1st quarter	01/01/YYYY	03/31/YYYY
2nd quarter	04/01/YYYY	06/30/YYYY
3rd quarter	07/01/YYYY	09/30/YYYY
4th quarter	10/01/YYYY	12/31/YYYY

3. If more than one payment is issued for the same compensated week -- for example, from separate programs (state UI, UCFE, or UCX) -- only a single record will be reported.

Edit checks can be found in Handbook 402, Unemployment Insurance Required Reports User's Manual, Appendix C.

## E. Definitions

1. First Payment. The benefit payment for the first week compensated in the benefit year includes total, partial and part-total payments, full or partial offsets to satisfy an outstanding overpayment, Child Support Intercept orders, Food Stamp overissuances, waiting weeks waived by the Governor under a state law and compensated because of a legally recognized disaster, and payments resulting from the reversal of a single or multi-claimant adjudication by a lower or higher authority appeal decision or by a court decision.

If two or more weeks of benefits are paid at the same time (either by separate checks / electronic deposits / debits or by a single check / deposit / debit), the earliest week ending date in the benefit year is the first payment.

The first payment reported for the ETA 9047 report is not necessarily the first chronological (earliest) payment. For example:

Claimant is disqualified for the first compensable week due to a nonmonetary issue. Upon appeal, the determination is reversed. However, the payment for that week was not made until after the second week was paid. The payment for the first week claimed (the appealed week) should be reported as the first payment because it is for the first (earliest) compensable week in the benefit year.

If the claimant is disqualified for the first compensable week due to a nonmonetary issue, does not appeal the determination, claims the second week and is paid for that week, the second week claimed should be reported as the first payment for the ETA 9047 report.

Exclude waiting weeks that are compensated retroactively under state law after payment of benefits for a number of qualifying weeks.

2. Exempt / Nonexempt Claimants. Claimants will be classified according to whether or not they are exempt from the state's active work search requirements *as of the week ending date of the claimed week for which the first payment was issued*. If no active work search requirement exists in state law or practice, the state will identify those claimants who are exempt (for whatever reason) from the state's requirement to register for labor exchange services.

Reasons for exemption may include, but are not limited to the following:

- Job attached exemption (for example, claimants with definite recall dates, seasonal employment);
- Union exemption (seeking work through union hiring hall or referral);
- An agency directive (written or verbal) temporarily suspending the claimant's work search requirement;
- Other exemption (approved training, school, etc.)

3. Intrastate Crossmatch Hits. Report the total number of UI claimants receiving first payments who earned wages from one or more employers in the following calendar quarter from employers in the same state as the reporting agency. If a first payment recipient earned wages from more than one intrastate employer in the following quarter, report only a single "hit" for that claimant on the report.

4. Interstate Crossmatch Hits. Report the total number of UI claimants receiving first payments who earned wages from one or more employers in the following calendar quarter from employers outside of the state of the reporting agency. If a first payment

recipient earned wages from more than one out-of-state employer in the following quarter, report only a single "hit" for that claimant on the report. **If a first payment recipient earned wages from one or more employers in the same state as the reporting agency (intrastate crossmatch) do not report any interstate crossmatch hits, even if the first payment recipient receives wages from more than one out-of-state employer.**

5. Joint Claims. Claims involving (1) a combination of state unemployment trust funds and Federal program funds or (2) a combination of Federal program funds. Includes claims with state UI in combination with UCFE and/or UCX employment and wages (UI/UCFE/UCX, UI/UCFE, or UI/UCX) and UCFE claims in combination with UCX employment and wages (UCFE/UCX).

6. Partial / Part-Total Payments. Benefit payments that have been reduced due to wages, commissions, bonuses, tips or gratuities, back-pay awards, odd jobs, or self-employment income.

7. Total Payments. Payments for weeks of total unemployment in which the claimant received a full weekly benefit amount that is not reduced as a result of wages, commissions, bonuses, tips or gratuities, back-pay awards, odd jobs, or self-employment income.

8. State Unemployment Insurance (UI). A state program that provides benefits to individuals financed (1) wholly from state trust funds (UI) or (2) partially from state trust funds and partially from UCFE and/or UCX program funds (joint UI/UCFE, UI/UCX, UI/UCFE/UCX claim).

9. Unemployment Compensation for Federal Employees (UCFE). A Federal program that provides benefits to individuals based on Federal civilian service. Includes claims based (1) wholly on Federal civilian service (UCFE, no UI) or (2) partially on Federal civilian service and partially on Federal military service (UCFE/UCX) claim. Excludes claims funded partially from state trust funds.

10. Unemployment Compensation for Ex-Servicemembers (UCX). A Federal program that provides benefits to individuals based on Federal military service. Includes claims based wholly on Federal military service (UCX only). Excludes claims funded partially from state trust funds and/or Federal civilian service.

11. Short-Time Compensation (STC) or Workshare. A state program through which an employee whose hours of employment have been reduced is compensated for his or her lost work time with partial benefits. Such benefits would not be payable to these workers under a state's normal partial benefits formula.

## F. Item by Item Instructions

1. Not Exempt (Line 1). For those UI claimants who are not exempt from the state's active work search requirements as of the week ending date of the first week compensated or, if no active work search requirement exists in state law or practice, are not exempt from the state's requirement to register for labor exchange services:

a. Column 1, Number of Claimants Receiving 1st Payments. Report the total number of UI claimants who received a first payment for intrastate or interstate liable claims during the calendar quarter for which the report is submitted. Refer to the definitions in Sections D and E.

b. Column 2, Number of Intrastate Crossmatch Hits in the Following Calendar Quarter. Report the number of UI claimants receiving first payments reported in column 1 who received wages from one or more employers in the following calendar quarter from employers in the same state as the reporting agency. If a first payment recipient receives wages from more than one intrastate employer in the following quarter, report only a single "hit" for that claimant on the report.

c. Column 3, Number of Interstate Crossmatch Hits in the Following Calendar Quarter. Report the number of UI claimants receiving first payments reported in column 1 who 1) did not receive wages in the following calendar quarter from employers in the same state as the reporting agency; and 2) received wages from one or more employers in the following calendar quarter from out-of-state employers. If a first payment recipient receives wages from more than one out-of-state employer in the following quarter, report only a single "hit" for that claimant on the report. **Note: no UI benefit recipient included in the counts reported in column 2 should be included in the counts reported in column 3.**

2. Exempt (Line 2). For those UI claimants who are exempt (for whatever reason) from the state's active work search requirements as of the week ending date of the first week compensated or, if no active work search requirement exists in state law or practice, are exempt from the state's requirement to register for labor exchange services:

a. Column 1, Number of Claimants Receiving 1st Payments. Report the total number of UI claimants who received a first payment for intrastate or interstate liable claims during the calendar quarter for which the report is submitted. Refer to the definitions in Sections D and E.

b. Column 2, Number of Intrastate Crossmatch Hits in the Following Calendar Quarter. Report the number of UI claimants receiving first payments reported in column 1 who received wages from one or more employers in the following

calendar quarter from employers in the same state as the reporting agency. If a first payment recipient receives wages from more than one intrastate employer in the following quarter, report only a single "hit" for that claimant on the report.

c. Column 3, Number of Interstate Crossmatch Hits in the Following Calendar Quarter. Report the number of UI claimants receiving first payments reported in column 1 who 1) did not receive wages in the following calendar quarter from employers in the same state as the reporting agency; and 2) received wages from one or more employers in the following calendar quarter from out-of-state employers. If a first payment recipient receives wages from more than one out-of-state employer in the following quarter, report only a single "hit" for that claimant on the report. **Note: no UI benefit recipient included in the counts reported in column 2 should be included in the counts reported in column 3.**