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| <b>TRAINING AND EMPLOYMENT<br/>NOTICE</b> | <b>NO.</b> 27-18         |
|   | <b>DATE</b> May 10, 2019 |

**TO:** STATE WORKFORCE AGENCIES

**FROM:** MOLLY E. CONWAY   
Acting Assistant Secretary

**SUBJECT:** Obtaining Contact Information for Federal Civilian and Military Agencies Requesting Quarterly Detailed Benefit Payment Data Reflecting Unemployment Compensation Paid to Federal Employees or Unemployment Compensation to Ex-Servicemembers

1. **Purpose.** To inform State Workforce Agencies (SWAs) how to obtain updated contact information for Federal agencies requesting detailed Unemployment Compensation for Federal Employees (UCFE) or Unemployment Compensation for Ex-Servicemembers (UCX) benefit payment data, which support the United States Department of Labor's (Department) quarterly unemployment compensation billing statements.
2. **Action Requested.** The Employment and Training Administration (ETA) requests that state administrators distribute this notice to appropriate staff upon receipt.
3. **Summary and Background.**
  - a. **Summary** – This notice announces updated processes for SWAs to obtain the directory of contact information for Federal agencies requesting quarterly UCFE/UCX detailed benefit payment data.
  - b. **Background** – Upon request, SWAs are to provide Federal agencies with detailed benefit payment data supporting the UCFE or UCX charges and adjustments that the SWA reported to the Department, which will be reflected on the Federal agencies certified billing document for the same quarter. When a Federal agency requests detailed benefit payment data, SWAs must continue to furnish this data to the Federal agency by the 25<sup>th</sup> day of the month following the end of the reporting quarter. This detailed benefit payment data must equal the agency charges submitted in Section B of the ETA 191 report of the same quarter and must include the following information: (1) claimant's name; (2) claimant's social security number; (3) chargeable benefit amounts paid to each claimant; and (4) recoupment, offsets, and other adjustments affecting the quarterly charges. Federal agencies use this detailed benefit payment data to reconcile the charges against the quarterly unemployment compensation billings they receive from the Department.

To ensure that this detailed benefit payment information was delivered to appropriate Federal personnel, ETA's Office of Unemployment Insurance (OUI) previously

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WASHINGTON, D.C. 20210**

disseminated an annual update of the directory of contact information for Federal civilian and military agencies requesting quarterly UCFE/UCX detailed benefit payment data. However, ETA and the Interstate Connection Network (ICON) contractor for the Federal Claims Control Center have developed two electronic exchange systems/websites for processing UCFE and UCX claims and exchanging detailed benefit payment data, which will now make this Federal contact information electronically available to SWAs.

The Military-State Data Exchange System (MSDES) began operating in April of 2014 and SWAs and military agencies use it to exchange wage, separation, and detailed benefit payment data information to each other electronically. The Federal State Data Exchange System (FSDES) will be used by SWAs and Federal agencies to exchange wage, separation, and detailed benefit payment data information to each other electronically. The FSDES project is divided into two phases, billing and claims. The billing phase is complete and participating states can begin uploading detailed quarterly billing statements starting with the first quarter in calendar year 2019. Use of the MSDES and FSDES websites to exchange detailed benefit claimant data will enhance data integrity because personally identifiable information cannot be compromised via the mail and billing issues can be addressed in a secure and timely manner.

In addition, FSDES now hosts a portal that allows SWAs to control and update contact information stored in their State Billing Profile and allows Federal agencies to control and update contact information stored in their Federal Billing Profile. The military branch billing address list is available on the UI-ICON INFO site under the MSDES application tab. As a result of the access for SWA and Federal partners to these electronic directories, the physical dissemination of the Directory of Federal Civilian and Military Agencies Requesting Quarterly UCFE or UCX Detailed Benefit Payment Data is no longer necessary and ETA is discontinuing this practice.

4. **Obtaining Current Federal Directory.** SWAs should access the online directories through the FSDES or MSDES applications. Please contact your Federal Program Coordinator for information on accessing the UI-ICON INFO and FSDES sites.
5. **Inquiries.** Please direct inquiries to the appropriate ETA Regional Office.
6. **References.**
  - 5 U.S.C 8509 (c) (1), Federal Employees Compensation Account;
  - Public Law (P.L.) 96-499, Medicare and Medicaid Amendments of 1980;
  - P.L. 97-362, Miscellaneous Revenue Act of 1982;
  - Training and Employment Notice (TEN) No. 27-13, Unemployment Compensation for Ex-Servicemembers (UCX) Military–State Data Exchange System (MSDES)
  - TEN No. 6-17, Revised ETA Handbook No. 401, Unemployment Insurance Reports Handbook (Section II-1-69);

- TEN No. 7-17, Directory of Federal Civilian and Military Agencies Requesting Quarterly Unemployment Compensation for Federal Employees or Unemployment Compensation for Ex-Servicemembers Detailed Benefit Data; and
- TEN No. 20-18, Completion of the Unemployment Compensation for Federal Employees (UCFE) automated billing phase of the Federal State Data Exchange (FSDES) website.

7. **Attachment(s)**. Not Applicable.