

# **Employer COVID-19 FREQUENTLY ASKED QUESTIONS**

## **1. My business has no choice but to layoff or reduce employee hours. Will affected employees be eligible for unemployment benefits?**

If you have substantially reduced an employee's hours or their rate of pay, they may be eligible for unemployment benefits.

## **2. I'm requiring an employee to take an absence due to COVID-19. Will the employee be eligible for unemployment benefits?**

It depends on the situation. Workers who are receiving leave pay equivalent to their normal rate of pay during their leave of absence may be ineligible for unemployment benefits. If you are requiring your employee to take an unpaid leave of absence, they may be eligible for unemployment.

## **3. If an employee receives unemployment benefits as a result of the COVID-19 pandemic, will my UI costs increase?**

We understand your concerns about future UI costs. Employers are usually responsible for the cost of unemployment benefits paid to their workers. Given the unprecedented situation with COVID-19, Governor John Bel Edwards issued a Proclamation to relieve employers of benefit charges associated with COVID-19. This means that any unemployment benefits your workers collect as a result of the pandemic will not be charged to your UI tax account.

## **4. What should I do if I cannot file my quarterly wage report or pay my UI taxes on time due to the COVID-19 pandemic?**

The Louisiana Workforce Commission has extended the due date for 2020/1<sup>st</sup> quarter wage and reports and UI tax payments to June 30, 2020.

## **5. How soon will my workers receive benefits for COVID-19 related claims?**

Our goal is to ensure a determination is made as quickly as possible. Claimants should continue to file for weekly benefits as long they are unemployed.

## **6. Will temporarily laid off employees be required to look for work while receiving benefits?**

All work search requirements are waived from now until the Governor declares otherwise. Claimants will still, however, be required to file for weekly benefits (either by phone or online) each week as long as they remain unemployed.

## **7. Do I need to submit a separation notice?**

Employers are required to complete a separation notice for a former employee within 3 days after the date on which the separation from service occurs, or 3 days after the worker's separation from employment.

## **8. Do I need to respond to the Notice of Claim Filed or Notice to Base Period Employer?**

The Governors proclamation suspended all Appeal delays and request for information response deadlines until April 13, 2020.