

UNEMPLOYMENT CLAIMS FOR FEDERAL SHUTDOWN INFORMATION

As U.S. Congressional leaders are unable to agree on a budget, the federal government will be shut down effective at midnight on Sept. 30, 2013.

Please read this notice in its entirety for information on how the shutdown may affect federal employees and claimants.

LOCAL OFFICES WILL REMAIN OPEN. WorkForce West Virginia local offices will remain open and we will continue to take unemployment claims.

FEDERAL EMPLOYEES ARE ENCOURAGED TO WAIT UNTIL THE SECOND WEEK OF THEIR LAYOFF TO FILE AN INITIAL CLAIM FOR BENEFITS, DUE TO THE UNCERTAINTY OF THE EXTENT OF THE SHUTDOWN.

WorkForce West Virginia will backdate claims up to 21 days after the initial layoff.

NOTE: If a federal employee is later paid for time not worked and received unemployment compensation during that time, the payment(s) will be considered back pay and it would result in an overpayment of any unemployment insurance benefits paid.

Workforce West Virginia will take claims at the various local offices for federal employees who are laid off due to the federal shutdown. Our agency will attempt to schedule group claims whenever possible. Federal employees should contact the local office closest to their residence, or visit our website at www.workforcewv.org for postings regarding group taking sessions. Employees are encouraged to bring proof of wages including screen prints of federal website (My Pay) with them when filing a claim, along with their 2012 W2 tax form. Also, federal employees are asked to visit our website to download a copy of our Initial Claim Application (CD-1) and complete the form prior to reporting to file their claim.

FEDERAL EMPLOYERS SHOULD CONTACT THE CLOSEST WORKFORCE WEST VIRGINIA LOCAL OFFICE IF THERE WILL BE A LARGE NUMBER OF EMPLOYEES LAID OFF (10 OR MORE). If possible, the local office manager will then schedule a group claims taking session for the federal agency's employees. Local office location and phone numbers are listed on our website at www.workforcewv.org.

FEDERAL EMPLOYEES WORKING IN OTHER STATES should contact the state in which employment was performed to obtain information for filing a claim. If you did not work in West Virginia, the claim cannot be filed here.

EMPLOYEES WORKING FOR A FEDERAL CONTRACTOR who are affected by the federal shutdown can file a claim for unemployment in the normal manner at our local offices. The Contract Employer is encouraged to call the closest local office if there will be a large number of employees being laid off (10 or more).